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ABSTRACT

Since the enactment of the Manpower Development and Training Act (MDTA) of 1962, the Bureau of Manpower Development of the New York State Education Department has provided training for 75,782 unemployed and underemployed individuals in 257 occupations at a total anticipated cost of $95.1 million. During the period covered by this report, multi-occupational programs accounted for the largest proportion (73%) of the approved training slots, with regular programs (15%) in second place. Individual referral service accounted for the smallest proportion (2%) of the programs; special projects accounted for 10%. The report includes information on the following programs: on-the-job training, correctional institutional, redevelopment area residents, special work incentive, state training, and health occupations. Manpower program supervision activities and program problems are also reported. Recommendations include expansion from semiskilled and service into technical occupations, provision of social services in occupational centers, and preservice and inservice teacher training. There are numerous statistical tables. (NL)

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ANNUAL REPORT

JULY 1, 1968 -
JUNE 30, 1969

manpower development and training in new york state

ED 047194

AC 008 753

THE UNIVERSITY OF THE STATE OF NEW YORK
THE STATE EDUCATION DEPARTMENT
DIVISION OF SPECIAL OCCUPATIONAL SERVICES
ALBANY, NEW YORK 12224

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INTRODUCTION

The greatest concentration of effort in history to remove economic, educational and social disadvantage from the American scene was made during the 1960's. Many functions of Federal, State, and local government, as well as many private enterprises and foundations, have played a part in helping the disadvantaged of our society obtain their share of the abundance existent in the country. While gains have been reported from all organizations engaged in this effort, progress has been painfully slow. Probably the greatest deterrents to rapid progress in upgrading the disadvantaged have been the lack of techniques for testing, training, and teaching them and the inadequacy of funds for the task to be accomplished.

Persons born and raised under poverty or welfare conditions, particularly in families which have lived under these conditions for several generations, develop standards quite different from members of families having higher economic capabilities and standards. Malnutrition, educational underachievement, failure, substandard housing, and chronic unemployment are a normal way of life for the disadvantaged. In such a setting, there is no single approach which will successfully assist these people in improving their socioeconomic status. This annual report is concerned with a particular aspect of the total effort being made to help disadvantaged persons help themselves; namely, institutionalized training or retraining of unemployed or underemployed persons to fill shortages in the labor market.

Legislation Approved for Training the Disadvantaged

The first major national legislative action in the current efforts to assist disadvantaged persons in the United States was enacted by Congress in March 1962 under the title of the Manpower Development and Training Act of 1962 (MDTA). Since that time, the act has been amended several times to improve its effectiveness in

Reaching and developing this underutilized pool of national human resources. In 1966, the New York State Legislature enacted Article 23A of the State Labor Law which expanded and improved upon MDTA to better satisfy the needs of New York State's disadvantaged people in relation to New York State's labor market. This article has become popularly known as the State Manpower Training Act or simply as the State Training Program (STP). In 1967, the concept of training or retraining individuals to meet labor market shortages was further extended when Congress amended the Social Security Act to establish Work Incentive Programs (WIN). These programs coordinate social welfare services with training programs for recipients of aid to families with dependent children and children of unemployed parents.

Goals

Succinctly stated, the goals of MDTA, STP, and WIN are to improve the socioeconomic status of unemployed and underemployed persons by training or retraining them to fill shortages in the labor market.

Procedures

Under MDTA, STP and WIN, the function of identifying and anticipating shortages in the labor market is assigned to the New York State Employment Service. Additionally, the Employment Service is responsible for locating people who can be prepared to fill the labor market shortages after exposure to basic education and/or prevocational training and skill training or retraining. When these two operations have been completed, the Employment Service requests the Bureau of Manpower Development of the State Education Department to develop the required training programs in public or private training

institutions and to supervise the administrative operation of the programs. The Employment Service is responsible for placing individuals in jobs once training is completed.

In order to satisfy the individual needs of persons referred for training and to be able to provide training in an urban, suburban or rural setting, several types of programs have been developed and are listed below with a brief description of each.

1. Regular Programs: Under this type of program, referrals are made in class-size groups for institutional training in the skills and related technology required for placement in known job opportunities. Basic education in communications and mathematics is included when necessary. While basic education may be offered before skill training is started, it has been found that instruction in basic education is more effective when conducted concurrently with the skill training. Regular programs may be offered in either public or private institutions.

2. Multi-Occupational Programs: In areas of the State where there is an adequate supply of unemployed or underemployed persons who could profit from skill training and there is sufficient industrialization to create a need for a constant supply of skilled or semi-skilled labor, training centers are organized, equipped and staffed to handle larger than class-size group referrals in several different occupations. The training centers are staffed to provide the special services, such as individual and group counseling, and social, medical, and psychological services needed by the educationally, socially, and economically disadvantaged.

Aside from being particularly well suited to help resolve individual trainee problems, the multi-occupational center can provide skill training to the limit of individual abilities. For example, where a group of related occupations can be arranged from least to most difficult, as with the clerical occupations (stock clerk; clerk, general office; clerk-typist; keypunch operator; and stenographer), a trainee may enter the lowest-ordered training course and advance through a series of courses ending with the highest-ordered course. Each course of training completed increases the trainee's earning capacity.

3. Individual Referral Programs: In situations when the number of trainees having the aptitude and desire to enter a specific occupation is less than class-size (usually only one or two people) or where there are insufficient job vacancies to accommodate a full class, the trainee is referred usually to a private trade or business school for the necessary occupational training.

4. On-the-Job Training Programs: An increasing number of individuals are being referred directly to a prospective employer who has the facilities and inclination to provide on-the-job training. Unfortunately, many of these trainees are not educationally equipped to take advantage of such on-the-job training programs. Under such circumstances, the on-the-job training program is combined with an institutionalized prevocational program which may include basic and remedial instruction, guidance, and medical or psychological service as required by the trainee. Such arrangements are called "coupled

OJT programs."

5. Correctional Institution Programs: Under MDTA skill training, courses may be established for the inmates of correctional institutions. The concept underlying this amendment is that the lack of job success is a significant factor in the high rate of recidivism among former inmates of the institutions. Lack of funding has prevented any programs from becoming operational under this amendment (MDTA, Title II, Part C, Section 251).

DEVELOPMENTAL ACTIVITIES

Manpower Development and Training Act of 1962: Since the enactment of the Manpower Development and Training Act of 1962, the Bureau of Manpower Development of the New York State Education Department has provided training for a total of 75,782 unemployed or underemployed individuals in 257 occupation titles at a total anticipated cost of $95.1 million or an average cost of approximately $1,225 per trainee. The yearly fluctuations of these data from September 1962 through June 1969 are shown in Table 1 on page 11. An annual increase in the number of approvals for training and the total allocated educational cost may be noted from 1963 through 1966. After 1966 both of these figures have decreased annually. This reduction in the number of approvals for training persists in spite of the 3.5 percent unemployment rate in New York State during 1968 estimated by the U.S. Department of Labor*. Among reasons given for the reduction are the steadily increasing educational costs without corresponding increases in appropriations to permit program expansion for New York State and the increasing emphasis on training the "hard core" unemployed.

As pointed out in the introduction to this report, New York State utilized MDTA funds to support several types of training programs to assist the economically deprived. While each type of program is discussed later in this report, it is appropriate to examine, at this point, the scope of each type of program in relation to the total 1968-69 MDTA effort in the State. Chart I shows how the total number of approved training slots was distributed among five types of projects funded. From the chart, it may be seen that the multi-occupational programs accounted for the largest proportion (73 percent) of the approved training slots, regular programs accounted for the second largest (15 percent) proportion, and individual referral programs accounted for the smallest proportion (2 percent). Special projects accounted for 10 percent of the program.

*Statistics on Manpower, a supplement to the Manpower Report of the President, U.S. Department of Labor, March, 1969, Page 61.

TABLE I
Summary MDTA Data for New York State
September 1962 through June 1969

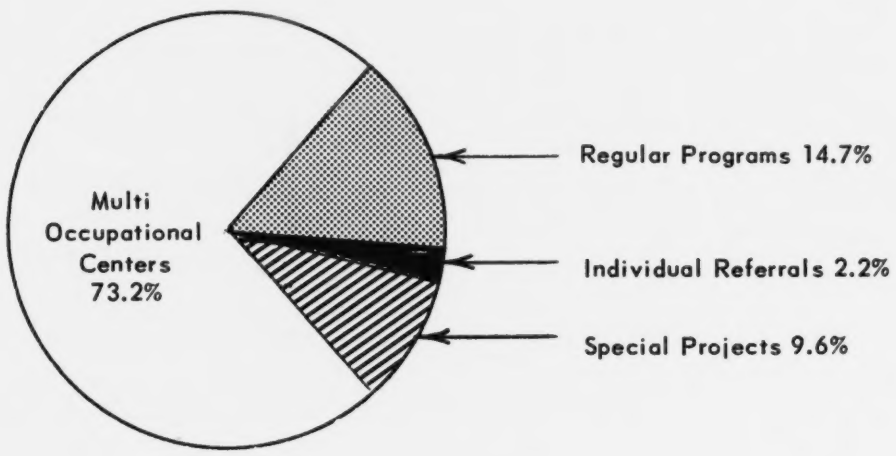
Fiscal Year Ending June 30	Total Approvals for Training	Total Allocated Educational Cost in Millions	Average Cost Per Trainee*	Number of Different Occupations*
Total	75,782	95.1	1,255	257
1969	8,011	10.3	1,288	80
1968	12,868	15.7	1,223	94
1967	13,914	17.1	1,235	150
1966	16,301	27.9	1,710	217
1965	12,784	14.9	1,167	70
1964	7,562	6.9	932	38
1963	4,342	2.3	543	20

* Non-additive

CHART I

Distribution of Approved Training Slots
Among Types of Programs Funded, 1968-69

Coupled OJT *

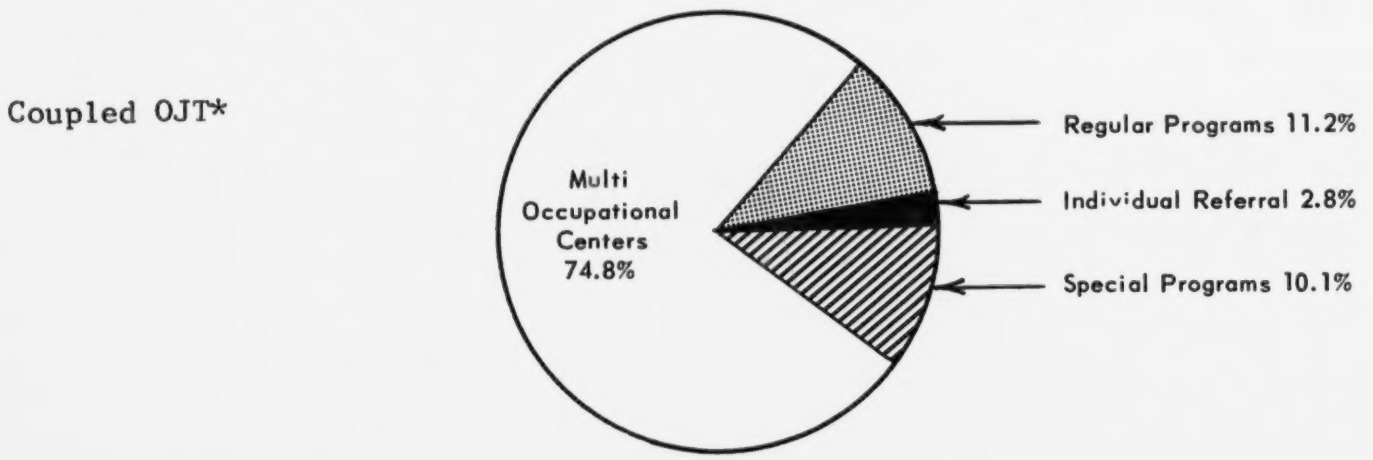


*Coupled OJT Programs = 0.3%

The distribution of allocated 1968-69 MDTA funds among the five types of programs is shown in Chart II. The chart shows that individual referral and coupled OJT programs received a slightly larger proportion of the distribution of funds than of approved slots. Regular programs received a slightly higher proportion of money allocated than approved training slots.

CHART II

Distribution of Allocated Funds Among Types of Programs, 1968-69



*Coupled OJT Programs = 1.1%

Regular Programs: The concept of developing a specific occupational skill training program, together with any necessary ancillary services, for a class-size group of disadvantaged individuals is sound as long as there is a sufficient manpower shortage locally in the skill to assure placement of graduates of the program, aggressive recruitment of persons with an aptitude for the specific skill, and adequate funding to provide programs whenever and wherever needed. Unfortunately, inadequate funding since fiscal year 1965-66 has brought about extensive cutbacks in the number of regular programs which could be developed and correspondingly severe reductions in the number of persons who could be trained. Table 2 shows the extent of reductions in regular programs under MDTA using fiscal year 1965-66, the peak year for institutional skill training, as the base year.

Table 2 also shows the percent reduction each year over the base year. It may be seen from the table that in 1968-69, the number of communities in which regular programs were operated was reduced by 54 percent from the base year, the number of programs offered was reduced by 71 percent, the number of sections required to accommodate the trainees was reduced by 82 percent, the number of trainee slots was reduced by 82 percent, and the amount of MDTA funds available was reduced by 77 percent. It also may be noted from the table that all categories were reduced in total amount annually since the base year.

TABLE 2

Regular MDTA Programs
1965-66 through 1968-69

Fiscal Year	Total Number of Communities		Total Number of Programs		Total Number of Sections		Total Number of Trainee Slots		Total Budgeted Educational Expenditure	
	No.	% chg. over 65-66	No.	% chg. over 65-66	No.	% chg. over 65-66	No.	% chg. over 65-66	Amount	% chg. over 65-66
1968-69	15	-54	22	-71	65	-82	954	-82	1,552,806	-77
1967-68	20	-37	40	-48	134	-64	2,029	-61	3,758,370	-43
1966-67	28	-12	56	-27	243	-34	3,611	-30	4,629,149	-30
1965-66	32	Base Year	77	Base Year	369	Base Year	5,177	Base Year	6,581,749	Base Year

1. Excludes nine programs operated in 1969 with 1968 deobligated money.

2. Includes cost of Licensed Practical Nurse Program approved in Massena funded with money deobligated from the New York City Multi-Occupational Skill Center.

The 22 regular programs developed for 958 trainee slots during 1968-69 provided training in eight different occupations. The eight occupations are listed in rank order from most to least expensive by average estimated cost per trainee hour in Table 3. The table shows that the 200 trainee slots provided for patrolman were the most expensive at $1.49 per trainee hour, while the least expensive program was for meat cutter at $0.96 per trainee hour. The average cost per trainee hour for all 22 programs was $1.30.

TABLE 3

Occupations in Which MDTA Regular Programs Were Offered in 1968-69
Ranked in Descending Order by Estimated Cost Per Trainee Hour

Occupation	Average Estimated Cost Per Trainee Hour	Number of Programs	Number of Slots	Total Trainee Hours of Instruction	Total Allocated Cost
Patrolman	$1.49	1	200	298,200	$443,514
Production Mach. Op.	1.40	2	70	28,800	40,344
Auto Mechanic	1.39	2	35	41,400	57,405
Machine Set-up Operator	1.34	2	35	25,800	34,569
Lic. Practical Nurse	1.26	12	448	688,561	867,093
Typist	1.02	1	20	12,800	13,069
Police Assistant	1.08	1	30	25,500	27,677
Meat Cutter Retail	0.96	1	120	72,000	69,135
Total	$1.30*	22	958	$1,193,061	$1,552,806

*Computed Average of All Programs

Multi-Occupational Programs: Organizing, equipping, and staffing skills centers in urban or heavily populated suburban areas where there are concentrations of disadvantaged persons and an adequate number of employers to absorb the disadvantaged when they have been trained to enter an occupation is a sound educational and economic concept. This is true only so long as a level of funding is maintained which provides for normal increases in educational costs as well as necessary expansion of occupational and ancillary service offerings to attract and hold large numbers of the people whom the centers are intended to serve. The centers provide basic and remedial education; individual and group counseling; special social, medical, and psychological services; aptitude and attitude testing; and prevocational training as well as training in a variety of skills for which there is a known labor market.

Although the several phases of training (basic education, prevocational training and skill training) are easily identifiable, the programs are structured to maintain a feeling of continuity while avoiding intensification of the "failure habit" which generally has been instilled from past experiences in most of the persons referred to the centers.

Table 4 shows selected summary data for Multi-Occupational Centers from July 1, 1965 through June 30, 1969, together with the percentage change each year, using 1965-66 as the base year. The table shows that after a severe cutback between 1965-66 and 1966-67, gains were registered in the number of programs, trainee slots, and the amount of money budgeted for the next two years.

Comparing 1968-69 with the base year in the table shows that the total number of programs was reduced by 49 percent, the total number of trainee slots was down 35 percent, and the total money budgeted was down 10 percent. There are several reasons why the total money budgeted has approached the base year level more rapidly than either the total number of programs or trainee slots. Some of the reasons are:

(1) the increasing cost of education, including such items as the

rental of space, necessary equipment and supplies, and salaries;

(2) the difficulty in recruiting trainees from among the more severely disadvantaged, many of whom have simply stopped trying to seek employment which would improve their situations; and

(3) extensive time lags between the time of initial contact with a potential trainee and the approval of a program, frequently brought about by mandated procedures and methods of funding.

TABLE 4

Multi-Occupational Skill Center MDTA Programs
1965-66 through 1968-69

Fiscal Year	Total Number of Multi-Skills Centers		Total Number of Programs		Total Number of Trainee Slots		Total Budgeted Educational Expenditure	
	No.	% chg. over 65-66	No.	% chg. over 65-66	No.	% chg. over 65-66	Amount	% chg. over 65-66
1968-69	9	+12	105	-49	6,394	-35	$7,576,598	-10
1967-68	9	+12	111	-46	4,480	-54	7,241,949	-14
1966-67	7	-12	161	-22	3,747	-61	5,381,576	-36
1965-66	8	Base Year	207	Base Year	9,692	Base Year	8,443,090	Base Year

Chart III shows the proportional distribution of the 6,394 approved trainee slots and the $7,576,598 budgeted among New York State's nine Multi-Occupational Centers during 1968-69. As might be expected, New York City had half of the total training slots and nearly half (48 percent) of the money budgeted. The most noteworthy observation to be made from Chart III is the difference in proportions when comparing funds to trainee slots within the eight other centers in the State.

For example, Albany had 6.4 percent of the budgeted money but only 3.6 percent of the trainee slots, while Utica had only 5.9 percent of the money budgeted but had 11.7 percent of the trainee slots. A full explanation of these differences in proportional distributions would require a special evaluation and cost study of the skill centers. A partial explanation, however, is given in Chart IV on page 14, together with its interpretation.

CHART III

Proportionate Distribution of the Approved 6,394 Trainee Slots and $7,567,000 Budgeted Among New York State's Nine Multi-Occupational Centers 1968-69

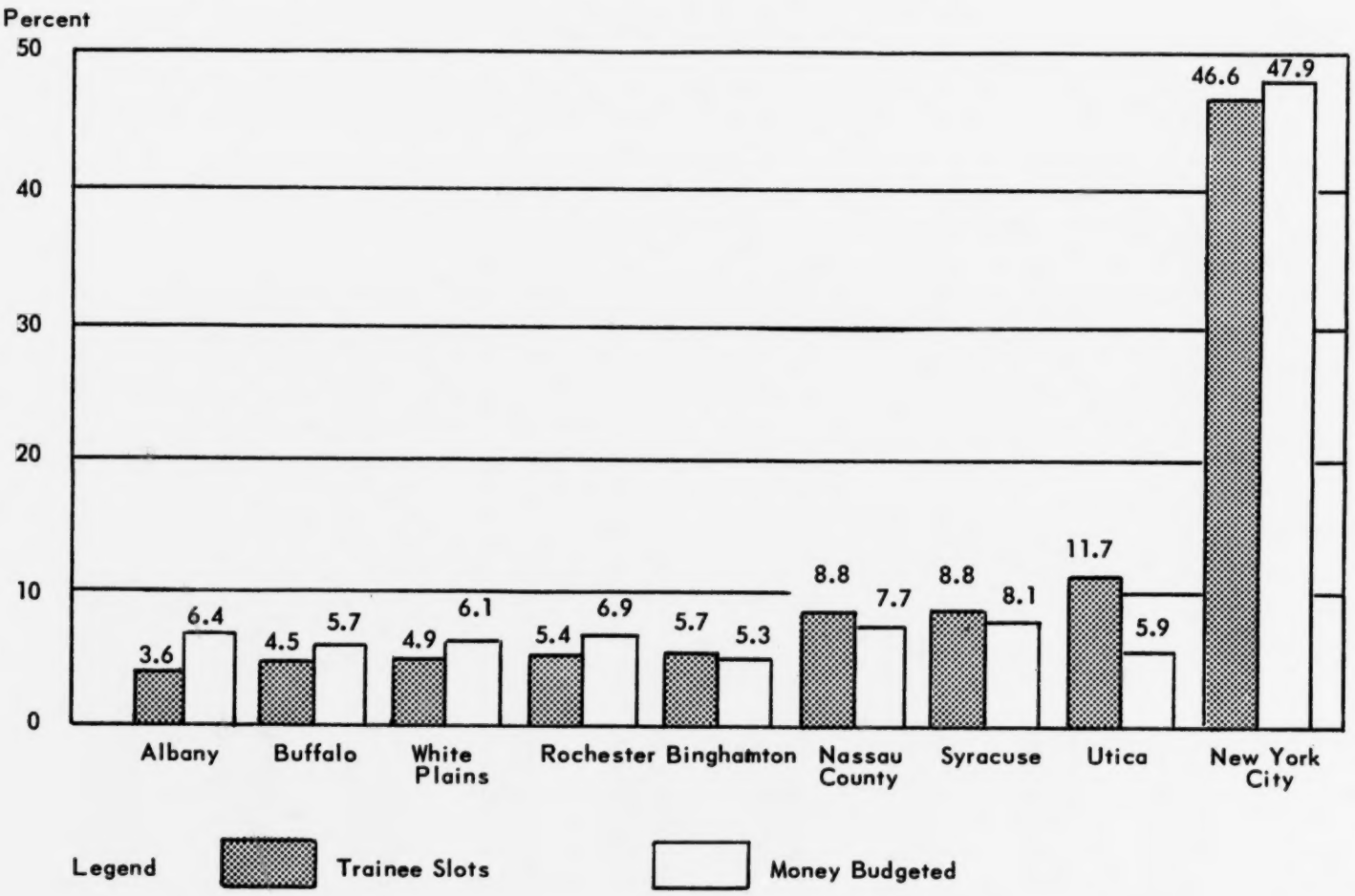
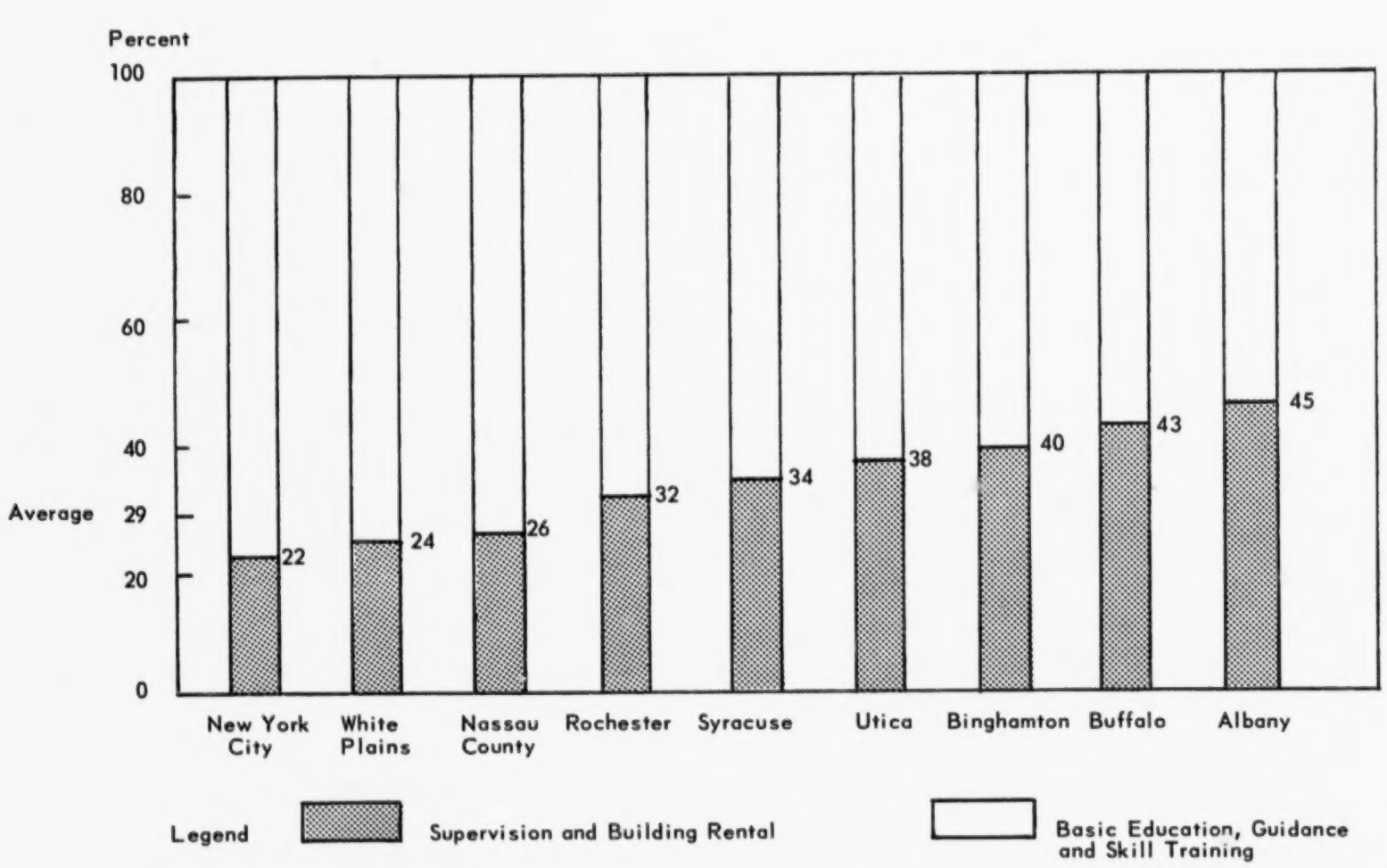


Chart IV shows the proportion of the total budget allocated to supervision and building rental and to basic education, guidance, and skill training in each of the nine New York State Multi-Occupational Centers for the 1968-69 fiscal year. The chart shows that there is a range from 22 percent in New York City to 45 percent

in Albany in that portion of the budget allocated to supervision and building rental. At least part of the reason for this wide range is whether the programs are conducted in publicly-owned or rented facilities. In New York City, many of the Multi-Occupational Center activities are conducted in public buildings so that building rental requires only 6 percent of the total skill center budget, while in Albany, rental of space for skill center activities requires 30 percent of the total budget.

CHART IV

Proportion of Total Budget Allocated to Supervision and Building Rental and to Basic Education, Guidance, and Skill Training in Each of the Nine New York State Multi-Occupational Centers 1968-69



During 1968-69, the Multi-Occupational Skills Centers provided training in 46 occupations. The 46 occupations are listed in rank order by average cost per trainee hour in Table 5. Also shown for each occupation are the average cost per trainee hour, the total number of programs offered, the total number of trainee slots provided, the number of trainee hours of instruction, and the total budgeted cost for skill training. Information concerning training hours and program cost at the Syracuse Multi-Occupational Center was not available since that center was on annualized funding and did not need to report these data for each program. In Table 5, Syracuse is included only in the number of programs column. Occupational titles which were offered by the Syracuse center are preceded by an asterisk in the table.

The range of program costs was from a high of $1.63 per trainee hour for tractor-trailer truck driver to a low of $0.19 per trainee hour for grocery checker. The median cost of all programs was $0.59 per trainee hour. Prorated costs for supervision, building costs, guidance, and basic education are not included.

TABLE 5

Occupations Offered Under MDTA in Multi-Occupational Skills Centers in 1968-69 Ranked in Descending Order by Estimated Cost Per Trainee Hour

Occupation	Average Estimated Cost Per Trainee Hour	Number of Programs	Number of Slots	Total Trainees' Hours of Instruction	Total[1/] Allocated Cost
Tractor-Trailer Truck Driver	$1.63	1	15	4,680	$ 7,622
Surgical Technician	1.50	1	15	12,705	19,099
TV Service & Repairman	1.16	2	56	68,640	79,413
Gas Engine Repairman	.94	1	15	8,760	8,238
*Nurse, Licensed Prac.	.93	7	295	506,489	469,961
*Nurse Aide/Orderly	.89	5	108	43,230	38,403
Cosmetologist	.85	1	14	14,224	12,094
Electronic Assembler	.82	1	26	9,152	7,482
Screw Prod. & Machine Operator (Swiss)	.78	1	15	22,680	17,741
Maintenance Man. Bldg.	.78	1	15	22,680	17,748
*Auto Body Repairman	.75	6	91	87,880	66,321
*Welder	.75	2	13	14,040	10,566
Electronic Mechanic	.74	1	15	18,315	13,476
Baker	.74	1	15	14,520	10,780
*Auto Mechanic	.69	7	188	183,806	127,377
Office Machine Services	.69	1	60	106,080	73,485
Refrigerator Mechanic	.69	1	30	64,560	44,283
*Welder, Combination	.68	3	70	70,680	41,072
*Draftsman, Detail	.67	4	50	56,560	38,087
Machine Operator	.65	3	63	56,664	36,745
Offset Dup. Machine Operator/Verifier	.65	1	15	9,360	6,084
*Cook	.63	6	131	168,214	106,056

TABLE 5 Continued

Occupation	Estimated Cost Per Trainee Hour	Number of Programs	Number of Slots	Total Trainees' Hours of Instruction	Total[1/] Allocated Cost
Production Mach. Op.	$.61	4	176	215,303	$130,829
Cashier II/Teller	.57	1	15	6,960	3,956
Machine Presser	.57	1	13	4,160	2,368
Auto Service Mechanic	.57	2	135	195,240	111,982
Appliance Repairman	.56	2	41	44,680	25,232
Metal Fabricator I	.53	1	45	68,040	35,958
Bookkeeping Machine Op.	.53	1	40	60,480	31,954
Secretary	.51	1	36	36,576	18,588
Electronic Mechanic	.50	1	40	56,000	27,844
Keypunch Op./Verifier	.50	3	90	136,080	68,645
Woodworking Mach. Op.	.45	1	30	45,360	20,456
*Stenographer	.44	7	302	441,232	192,362
Medical Record Clerk/ Hospital Adm. Clerk	.43	1	15	22,680	9,787
Furniture Finisher	.42	1	15	22,680	9,434
Component Insp. Tech.	.40	1	45	26,280	10,414
Shipping Clerk II	.40	1	30	45,360	18,128
Duplication Mach. Op.	.37	1	30	45,360	16,568
*Clerk-Typist	.36	7	404	539,216	195,619
Teller, Banking	.35	1	30	45,360	15,891
Salesperson, General	.28	1	90	136,080	38,428
Grocery Checker	.19	1	30	45,360	8,531
*Diesel Mechanic			52		
*Industrial Truck Mech.			52		

1/ Skill training costs only. Excludes facility, administrative and supervisory costs.
* Programs conducted in Syracuse are excluded from body of table.

On-the-Job Training Programs: MDTA makes provision for coupling institutional training with on-the-job training, allowing a prospective employer to provide skill training, while a public or private training institution provides basic and job-related education and necessary ancillary services. Although this has consistently been the least expensive way for the Government to train people (the prospective employer pays for the skill training), only 90 trainee slots were provided for this type of training under MDTA at a total cost of $29,163 during 1968-69. Sixty of the trainee slots were for apprentice cook, while the remaining thirty were for dry wall taper.

At least part of the reason for this low number of referrals to coupled OJT programs was the increasing emphasis on the Job Opportunities in the Business Sector (JOBS) program sponsored by the National Alliance of Businessmen (NABS).

Under the NAB's JOBS program, an employer or group of employers acting as a consortium enters into contract directly with the United States Department of Labor to hire and train disadvantaged persons. When entering into a contract, the employer must give priority to a skills center (if one is available) for providing educational services.

Correctional Institutional Programs: On October 25, 1968, President Johnson signed into law a bill to extend and amend the MDTA of 1962. Section 251 of this act provides programs for inmates of correctional institutions, and it extends the authority for correctional institutional programs to June 30, 1970.

In New York State, seven correctional institutions (Auburn State Prison, Erie County Penitentiary, Greenhaven State Prison, Federal Community Treatment Center - New York City, Onondaga County Penitentiary, New York City Penitentiary - Rikers Island and the Westchester County Penitentiary) expressed an interest in submitting a preliminary proposal under Section 251 of the act. After consulatation with these institutions, Rikers Island, Onondaga Penitentiary, and the Community Treatment Center developed proposals for their inmate population to meet area labor

demands.

The Rikers Island proposal for basic education and prevocational training was designed to determine whether a short-term (ten weeks) program of remediation in education, employment skills, and supervised release and post-release services is effective in facilitating released offenders re-entry into the community and their adjustment to social conditions. In addition, the proposal was designed to test which approach is most effective: MDT training plus work release, MDT training alone, or work release alone. Trainees who completed the ten-week period would be released, placed on work-release projects, paroled, assigned to OJT institutional training, or referred to continued skill training in an MDTA Skills Center. After considerable time spent in development of the proposal, the Interagency Review Committee rejected the proposal. The committee felt it was not a sound program for a demonstration and experimental project. In their opinion, no significant contribution could be made in ten weeks. This decision was reached without the institution being given an opportunity to demonstrate program effectiveness.

The Onondaga County Penitentiary and the Community Treatment Center proposals also were erejcted by the Interagency Review Committee after many man hours had been spent by Federal, State, and local officials in preparing information for Section 251 proposals. The problems of Section 251 lie with the many uncertainties, frustrations, and the time spent in trying to second guess the type of program the Interagency Review Committee wants, not to mention the small amount of money and the inadequate number of training slots available to the 50 states.

The FBI in its report "Careers in Crime" for a five-year period found 63 percent of 17,000 convicts had records of previous arrests. Half of these inmates had been arrested within a year of their previous release from prison. At the time this report was released, Chief Justice Warren Burger stated, "We must search for new incentive programs to permit reduction of sentences for those who will educate and train themselves in skills which will give man pride and identity."

On the basis of this statement, it is lamentable that nothing has been approved for New York State.

Redevelopment Area Residents Programs: Except for the manner of approving and funding RAR programs and defining the target population, the programs are similar to regular programs. Referrals are made in class-size groups for training in specific occupations. The training may be carried out by either a public or nonpublic institution. After being developed at the local training agency and being reviewed at the state level, programs to be conducted in redevelopment areas are approved and funded at the national level. Funding of RAR programs does not affect the state's allocation for other types of programs.

Comparing RAR programs offered in 1968-69 with the base year 1965-66 in Table 6 shows a modest increase of two communities and two programs. The table shows that while 34 percent fewer training slots were offered in 1968-69 than in 1965-66, there was a 57 percent increase in money allocated for the programs. Yet the average unit cost (cost per trainee hour) was not out of line with program costs discussed elsewhere in this report.

TABLE 6

RAR Programs
1965-66 through 1968-69

Fiscal	Total Number of Communities		Total Number of Programs		Total Number of Sections		Total Number of Trainee Slots		Total Budgeted Educational Expenditure	
	No.	% chg. over 65-66	No.	% chg. over 65-66	No.	% chg. over 65-66	No.	% chg. over 65-66	Amount	% chg. over 65-66
1968-69	6	+50	9	+29	14	-34	254	-54	$252,566	+59
1967-68	5	+25	6	-14	14	-33	214	-45	238,226	+50
1966-67	9	+125	16	+129	41	+95	270	-57	540,792	+141
1965-66	4	Base Year	7	Base Year	21	Base Year	474	Base Year	158,686	Base Year

The eight programs developed for the 236 training slots during 1968-69 provided training in five different occupations. These five occupations are listed in Table 7 in rank order by average estimated cost per trainee hour of training. The most expensive programs offered were the four for licensed practical nurse at an average cost of $0.98 per trainee hour, which was less than the average cost for similar plans offered in regular programs ($1.26) shown in Table 3.

TABLE 7

Occupations in Which RAR Programs Were Offered, 1968-69,
Ranked in Descending Order by Estimated Cost Per Trainee Hour

Occupation	Average Estimated Cost Per Trainee Hour	Number of Programs	Number of Slots	Total Trainee Hours of Instruction	Total Allocated Cost
Lic. Prac. Nurse	.98	4	98	148,022	$144,709
Auto Body Repairman	.98	1	15	15,435	15,143
Stenographer	.84	1	40	52,800	44,352
Typist	.80	1	50	32,000	25,600
Teacher Aide	.44	1	33	8,712	3,867
Total	.91*	8	236	256,969	233,671

*Computed Average

Special Programs: Under MDTA, special programs which are experimental in nature may be approved by the Bureau of Manpower Development through normal channels but are funded by the U.S. Department of Labor from unallocated funds. During 1968-69, three such programs were conducted in New York State (all in New York City), enrolling 860 trainees at a total cost of $998,361.

The common element of all three programs is that they aggressively recruit

trainees from among the hardcore unemployed, most of whom are school and social dropouts living in the most severely depressed areas of the city. Additionally, all three programs concentrate heavily on individual and group counseling. The programs differ in the particulars of operation.

Harlem Teams for Self-Help is operated by the New York City Board of Education. This program concentrates on prevocational adjustment providing whatever basic education and counseling are necessary to prepare an individual to enter one of the city's skills centers.

Training Resources for Youth (TRY) is incorporated as an independent agency and is assisted by the YMCA of Greater New York. TRY offers a comprehensive program of counseling, basic education, remedial courses, vocational training, and employability skills.

The Board of Youth operated a program to train duplicating machine operators at Camp Madison-Felicia in Putnam Valley, New York. The innovative aspect of this program has been the degree to which it exercised environmental control. The trainees were removed from a depressed environment and placed in the camp for about three months to provide opportunities for desirable attitudinal changes. Although programs of this nature are quite expensive to operate, great successes have been reported from all environomental control experiments.

WORK INCENTIVE PROGRAM (WIN)

The Work Incentive Program (WIN) was authorized by the 1967 amendments to the Social Security Act. Its purpose is to provide welfare recipients an opportunity to achieve productive employment.

Under the program, local welfare agencies refer clients to a WIN team which develops an employability plan for each individual in an effort to determine what services and/or training are necessary for the client to become a wage earning member of society, thus restoring the family to independence and a useful role in the community. If it is determined that training is required for employment, the person may be referred to ongoing programs such as Neighborhood Youth Corps, New Careers, and MDTA projects, or other programs where slots are available. New programs may be authorized using WIN funds, should trainee numbers warrant it.

The Bureau of Manpower Development became involved in the WIN program during the last half of fiscal year 1969. The initial responsibility at that time was to develop, in cooperation with State WIN personnel, who are a component part of the State Labor Department, an outline of material to be covered during a 60-hour basic orientation training session designed to prepare the client for the "world of work." This phase of training is referred to as Employability Orientation. The bureau is also involved in the approval and processing of Employability Orientation proposals and skill training proposals.

By the close of fiscal year 1969, a multi-occupational program had been funded, along with nine Employability Orientation projects and three specific skill training projects with education costs totaling $3,065,097.

The outlook for fiscal year 1970 indicates that there will be a significant expansion in the program, with a greater number of trainees to be served.

STATE TRAINING PROGRAM

Since its inception, the State Training Program (STP) has provided training slots for 3,736 individuals at a total cost of $3,705,088 or an average cost of $992 per trainee. Although STP is a smaller program than MDTA, it has experienced steady increases in the number of trainee slots and in the amount of money allocated, while the number of trainee slots under MDTA has declined.

Regular Programs: During 1968-69, 25 regular programs were developed for 943 training slots in 14 different occupations for a total allocated cost of $1,207,877. The 14 occupations are ranked from most to least expensive based on average estimated cost per trainee hour in Table 8. The three programs providing 100 training slots for structural steel worker were the most expensive at $4.56 per trainee hour, while the program for 20 training slots for mechanical draftsman was the least expensive at $0.45 per trainee hour. The average cost of all STP regular programs was $1.47 per trainee hour.

TABLE 8

Occupations Offered in Regular State Training Programs in 1968-69
Ranked in Descending Order by Estimated Cost Per Trainee Hour

Occupation	Av. Est. Cost Per Trainee Hour	Number of Programs	Number of Slots	Total Trainee Hours of Instruction	Total Allocated Cost
Structural Steel Worker	$4.56	3	100	45,840	$185,884
Ornamental Iron Worker (Upgrading)	3.89	1	60	27,360	106,437
Surgical Technician	2.25	1	24	24,840	55,835
Cook (Entry)	1.67	1	15	15,000	24,978
Auto Mechanic (Entry)	1.49	1	15	13,560	20,261
Auto Service Station Mechanic (Entry)	1.34	2	75	51,300	68,731
Nurse Aide/Orderly	1.34	2	156	36,540	49,068
Nurse, Lic. Prac.	1.21	7	303	488,784	592,211

TABLE 8

(Continued)

Occupation	Average Estimated Cost Per Trainee Hour	Number of Programs	Number of Slots	Total Trainee Hours of Instruction	Total Allocated Cost
Electronics Mech.	$1.14	1	20	25,280	28,908
Lathe Operator, Prod.	1.08	1	25	11,200	12,056
Nurse Aide	1.01	1	65	12,740	12,918
Stenographer	.93	1	25	25,500	23,750
Typist	.79	2	40	22,600	17,840
Draftsman, Mech.	.45	1	20	20,000	9,000
Total	$1.47*	25	943	820,544	$1,207,877

*Computed Average of all Programs

On-the-Job Training: During 1968-69, a total of 300 training slots were approved for coupled OJT programs at a total cost of $98,046 in STP funds.

Individual Referral: Three hundred twenty-two training slots were provided through STP individual referrals into 37 occupations at a total cost of $320,909 in 1968-69. In Table 9, the 37 occupations are ranked from most expensive to least expensive on the basis of average estimated cost per trainee hour. The average cost per trainee hour of all STP individual referrals was $0.98. The most expensive occupation was tractor-trailer truck driver at $6.47 per trainee hour, while the least expensive was licensed practical nurse at $0.26 per trainee hour.

TABLE 9

Occupations Offered Under STP Individual Referrals During 1968-69
Ranked in Descending Order by Estimated Cost Per Trainee Hour

Occupation	Av. Est. Cost Per Trainee Hour	Number of Programs	Number of Slots
Tractor-Trailer Truck Driver	$6.47	2	2
Programmer, Detail	3.25	1	1
Data Processing	2.86	2	2
Programmer, Business	2.41	5	15
Welder, Combination	2.22	3	11
Gas Welder	2.09	1	1
Dental Assistant	1.63	1	1
Refrigeration Mech.	1.55	55	17
Electronic Mechanic	1.46	3	28
Electronic Assembler	1.37	2	2
Medical Secretary	1.36	3	4
Account Machine Processing	1.26	2	2
Clerk, Gen. Office	1.22	7	18
Office Machine Service	1.20	1	2
Cabinet Maker	1.20	1	2
Bookkeeper	1.18	7	16
Auto Repairman	1.16	1	3
Diesel Mechanic	1.15	1	1
Keypunch Operator	1.13	11	23
TV Service and Repairman	1.12	3	4
Medical Assistant	1.11	3	3

TABLE 9

(Continued)

Occupation	Average Estimated Cost Per Trainee Hour	Number of Programs	Number of Slots
Clerk-Typist	1.05	8	10
Auto Mechanic	1.05	6	15
Accounting Clerk	1.05	3	4
Draftsman, Mech.	1.02	4	14
Stenotype Operator	.99	2	4
Accountant	.98	5	6
Stenographer	.96	12	25
Draftsman, Arch.	.93	1	1
Store Manager	.93	1	1
Medical Lab. Asst.	.92	3	6
Secretary	.87	10	16
Dental Lab. Technician	.86	3	4
Legal Secretary	.78	2	2
Accountant, Jr.	.75	3	8
Illustrator	.74	1	1
Nurse, Licensed Practical	.26	18	46
Total	.98*	148	322

*Computed Average of all Programs

HEALTH OCCUPATIONS

The Bureau of Manpower Development approved 1,685 training slots in 55 programs preparing for employment in nine health occupations during the fiscal year ending June 30, 1969. These included practical nurse, dental assistant, dental laboratory assistant, dental laboratory technician, medical assistant, medical laboratory assistant, nurse aide, nurse aide/orderly, and surgical technician. The health occupations account for 9.4 percent of the total training slots in the Manpower Program and 8.3 percent of the total number of occupations approved by the Bureau of Manpower Development for the same period. The single most popular and successful health occupation program is practical nursing for which the enrollment is shown in Table 10. It is one of the longest Manpower programs and the only one requiring the separate approval of the Division of Professional Education and leading to licensure by the State Education Department. Of the 105 practical nursing programs registered in New York State, 32 were conducted by Manpower. Of a total of 4,919 practical nursing admissions, 1,682 were Manpower enrollnees. Of 2,684 graduates, 646 were Manpower students.

The attrition rate for Manpower practical nursing students was 41 percent compared to an attrition rate of 29 percent for all practical nursing students. A major reason for this discrepancy is the eighth grade admission requirement for Manpower programs, in contract to high school preparation for other programs. It may be noted in Table 11 that of those trainees who do successfully complete the programs, a comparatively high percentage do pass the L.P.N. examination. To date, all of the Manpower practical nursing programs have been conducted by Boards of Education, with the exception of one offered at the State University of New York Agricultural and Technical College at Delhi.

In 1968-69, Manpower offered a unique program to prepare practical nurses licensed by waiver for entrance to the State Board of licensing examinations to meet new requirements imposed by the Medicare Amendment of the Social Security Act.

Of over 12,000 waiver nurses identified by a New York State Health Department survey, 300 were referred by the New York State Employment Service to special 300-hour programs in ten cities across the State at an education cost of $260 per trainee.

Although the demands for health care increased, the actual number of requests for related training was reduced. Two reasons are the relatively high cost of instruction due to the low student-teacher ratio in the clinical areas and the lack of status with low pay for entry level occupations.

No training agency expressed interest in developing refresher courses for registered nurses because of previous experiences with limited funds. However, as a measure of successful training in the health occupations, the majority of the trainees were committed to jobs prior to completion of their training. Characteristically, in upgrading programs, trainees continued employment in the institution where they worked prior to training.

Despite obstacles, especially those resulting from late fundings, the bureau aims to provide the best training possible with the limited funds available for those trainees who can best benefit from the program offered and to promote expansion of existing programs.

TABLE 10

Number of Practical Nurse Trainees
Compared to Total Number of
Trainees in all Occupations 1962 - 1968

Year	Total Number of Trainees all Occupations	Total Number Practical Nurse Trainees	Practical Nurse Trainees as a Percent of Total Trainees
1968	8,011	1,094	13.66
1967	12,868	1,377	10.70
1966	13,914	1,702	12.23
1965	16,301	1,145	7.02
1964	12,784	1,134	8.87
1963	7,562	894	11.82
1962	4,342	402	9.25
Totals	75,782	7,748	10.22

TABLE 11

Percent of First Time Candidates Who Passed the L.P.N. Examination
By Type of Program 1964-65 through 1968-69

	GRAND TOTAL	HIGH SCHOOL	ADULT	MANPOWER DEVELOPMENT AND TRAINING ACT	HOSPITAL CITY-STATE INDEPENDENT
1968-69	89	75	97	90	66
1967-68	92	81	96	93	49
1966-67	93	85	98	90	36
1965-66	90	92	98	83	79
1964-65	90	82	97	86	81

MANPOWER PROGRAM SUPERVISION ACTIVITIES

The following section describing activities of the Bureau of Manpower Development has been adapted from material prepared for the mandated evaluation of programs funded under Section 160 (7) 3, Evaluation of Institutional Training of the Manpower Development and Training Act of 1962, as amended. Although the material refers specifically to federally supported programs under MDTA, the assumption can be made that all narrative statements are applicable to both STP and WIN programs.

Field Supervision and Reporting

Field supervision of MDT programs is provided by the Bureaus of Agriculture Education, Home Economics Education, Business and Distributive Education, Trade and Technical Education, Basic Continuing Education and Guidance. Approximately 120 supervisory visits to Manpower programs were made in 1969. During the visits field supervisors observed classes, examined facilities, equipment and instructional materials, counseled instructors, and made recommendations for improvement of the local program.

The general consensus of field supervisors is that the prime factor contributing to the successful training of the disadvantaged is a competent, sensitive, dedicated classroom teacher.

Deobligation: Purposes and Procedures

A deobligation procedure is in operation to assure continuous recovery of unexpended Manpower funds for reassignment to additional approved projects.

Eight weeks after the start of a program, local directors are asked to deobligate funds, based on their experience with the project to that date. Again, at the end of six months, and then two weeks before the end of each project, contact is made with the training agencies for the purpose of deobligation. This

frequent re-examination of program budgeting requirements at the local level encourages the voluntary returning of unencumbered funds to the State allocating pool. To further facilitate the deobligation, a Division of Educational Finance form for Federally Aided Programs (Monthly Expenditure Report and Monthly Quarterly Request for Funds) is used, requiring local directors to assess current financial resources before making regular requests for payment. The use of the form, coupled with the periodic deobligation procedure, has made possible the recovery of funds as shown in Table 12.

TABLE 12

Deobligated Federal Funds 1965-1969	
Year	Federal Funds Deobligated
1965-66	$1,051,312
1966-67	300,541
1967-68	339,000
1968-69	1,849,396
TOTAL	$3,540,249

Out of the total funds deobligated, $1,108,965 was used to fund additional Manpower programs within the State. The balance was reassigned to Washington for utilization elsewhere.

Equipment: Acquisition and Accountability

The purchase of equipment for MDT projects has been declining steadily for the past several years. The various training facilities throughout the State, having been supplied with modern industrial equipment in the past, need only specialty items to keep programs operating efficiently. A continuous effort is made in New York State to comply with federal directives limiting equipment purchases.

Since much of the equipment presently in use was purchased in the first years of the MDT program, local agencies are faced with the necessity for replacement

of worn out or obsolete equipment. Through constant use and repeated repairs, some items have become too costly to maintain in working order. Procedures to replace this type of equipment over a five-year period have been initiated.

The transfer of equipment from terminated projects in other facilities continues. This procedure is in line with efforts to make the most efficient use of available equipment. Equipment from 27 centers, with an acquisition cost of $65,426.00, was involved in such transfers for this fiscal year.

Complying with Federal directives, New York State has submitted equipment in excess of its needs to the Regional HEW Office for placement with MDT programs nationwide. Equipment from 25 projects was offered to the regional office in 1969 for this purpose. A procedure for public sale of excess equipment has been initiated.

Federal Government Surplus Administration excess property continues as an important source of auxiliary equipment, supplies, and material. The equipment acquired from this program is on loan and, in most instances, requires expenditures of Manpower funds only for transportation and installation. For this fiscal year, the total original cost of the equipment and material so received was $163,550.00.

The loss through promotional transfer of a key office person and the inability of the State Education Department Division of Personnel to supply a replacement has halted further progress in the conversion of the equipment inventory accounts to the machine record system. With increasingly more equipment now being involved in multiple transfers, the machine record system, which depends on continuous checking of results, is being affected to its detriment.

Considerable difficulty has been experienced in implementing the machine record system as originally devised. An excessive amount of time has been necessary to verify the accuracy of each printing. This was due to the number of operations involved in effecting a final printout and the possibility of error at each step.

Consideration is being given to revising the system for the purpose of simplifying the steps required to effect a serviceable printout. The main feature would be to organize the listing of the various projects by community instead of by fiscal year and to eliminate the need to account for equipment in projects being recycled.

Individual Referral Programs

The individual referral programs satisfy a very real need in the total MDTA picture. When less than a class-size group of individuals shows a desire and an aptitude for training in an occupation and there would be a lengthy delay in forming a class or there is insufficient demand to form a class, the individuals may be referred to a public or a private school for the necessary training. Usually such individuals are prepared to go directly into skill training so there is seldom concern for prevocational or basic education courses.

The numerical and percent changes which have occurred in the individual referral programs since the base fiscal year 1965-66 are shown in Table 13. The year 1965-66 is used as the base year because it was the peak year of individual skill training.

TABLE 13

Individual Referral MDTA Programs 1968-69

Fiscal Year	Total Number of Schools		Total Number of Programs*		Total Number of Trainee Slots		Total Budgeted Educational Expenditure	
	No.	% chg. over 65-66	No.	% chg. over 65-66	No.	% chg. over 65-66	Amount	% chg. over 65-66
1968-69	78	+11	123	-15	246	-42	$228,302	-35
1967-68	73	+ 4	117	-19	269	-36	218,078	-38
1966-67	75	+ 7	125	-14	352	-17	293,915	-16
1965-66	70	Base Year	145	Base Year	422	Base Year	349,970	Base Year

* A program consists of the referral of one or more trainees, at the same time, to a course of vocational training.

Comparing 1968-69 with the base year 1965-66 in Table 13 shows an 11 percent increase in the number of different training agencies used but a 15 percent decrease in the number of programs offered, a 42 percent decrease in the number of trainee slots, and a 35 percent decrease in the amount of money allocated to this type of program. The greater decrease in trainee slots than in money allocated is attributable at least partially to increased training costs.

In Table 14, the 44 occupations in which training was offered in fiscal year 1968-69 through the MDTA Individual Referral program are ranked in descending order by average estimated cost per trainee hour of instruction. The programs of tractor-trailer driver were the most expensive at $6.96 per trainee hour. The least expensive program was for licensed practical nurse at an average of $0.50 per trainee hour, while the computed average cost per trainee hour for all programs offered was $1.12. Although not shown in the table, it may be noted that the single most expensive program offered was for tractor-trailer driver in Buffalo at a cost of $15.00 per trainee hour, while the least expensive program was for barber in Syracuse at $0.37 per trainee hour. Additionally, it may be noted that the nine occupations in which training was offered for ten or more trainees accounted for 60 percent of all trainee slots.

TABLE 14

Occupations in Which MDTA Individual Referral Programs Were Offered in 1968-69 Ranked in Descending Order by Estimated Cost Per Trainee Hour

Occupation	Av. Est. Cost	No. of Programs	No. of Slots
Tractor-Trailer Driver	$6.96	6	28
Heavy Equipment Operator	4.48	1	3
Programmer, Detail	2.40	2	6
Electronics Mechanic Computer	2.40	1	1

TABLE 14

(Continued)

Occupation	Av. Est. Cost	No. of Programs	No. of Slots
Programmer, Business	$2.39	4	10
Welder, Combination	2.37	1	2
Photographer	1.66	1	3
Dental Assistant	1.64	2	2
Meat Cutter	1.62	1	2
Refrigeration Mechanic	1.53	2	6
Clerk	1.50	3	6
Electronic Mechanic	1.34	2	11
Radio Telephone Operator	1.34	1	1
Bookkeeper II	1.27	3	3
Auto Body Repairman	1.26	1	1
Typist	1.23	1	1
Stenotype Operator	1.22	3	3
Dry Cleaner	1.21	1	1
Cabinet Maker	1.20	1	1
Appliance Serviceman	1.20	1	2
Office Machine Serviceman	1.20	1	1
Key Punch Operator	1.13	6	12
Computer Pheripheral Equipment Operator	1.10	1	2
Digital Computer Operator	1.10	1	1
Auto Mechanic	1.09	6	12
Draftsman, Mechanical	1.08	2	10
Medical Lab Assistant	1.07	3	4
Secretary, Medical	1.07	1	1

TABLE 14

(Continued)

Occupation	Av. Est. Cost	No. of Programs	No. of Slots
Accountant	$1.06	2	3
TV Service & Repairman	1.03	1	2
Dental Lab Assistant	1.02	1	1
Stenographer	1.02	9	18
Clerk-Typist	1.01	6	9
Store Manager	1.00	1	1
Secretary	0.98	6	14
Tabulating Mach. Operator	0.94	2	3
Bookkeeper I	0.88	1	1
Draftsman, Architectural	0.88	2	2
Accountant, Junior	0.78	3	7
Draftsman, Elec.	0.76	1	1
Dental Lab. Technician	0.75	1	1
Cosmetologist	0.68	22	32
Barber	0.62	3	7
Nurse, Licensed Practical	0.50	4	8
Total	$1.14*	123	246

* Computed Cost Per Trainee for all Programs

Linkages with Other Agencies

Throughout the year continuous efforts were made to carry out and improve a system of linkages with programs and agencies related to skill training for the disadvantaged. Particular emphasis was placed on maintaining a cooperative working relationship with the regional Employment Service offices.

A composite picture of MDT activities within the State reveals linkages with a variety of programs to meet local needs. Some of the agencies reached and the nature of the contacts made, are:

Social Services

- A social worker is a member of one local Manpower staff.
- Close liaison with the County Departments of Social Services is maintained in order to insure that the trainees receive necessary and adequate help in welfare and child care assistance.
- One County Department of Social Services has been extremely active in assisting trainees with financial difficulties, home problems, and individual counseling matters. They have assisted in the recruitment, motivation, and retention aspects of the program. The retention of approximately 35 trainees, in the past eight months, in one program alone is attributable to the efforts of this exceptionally dedicated agency.

Health Organizations

- Local nursing organizations in one community have drawn plans for the best use of available facilities to provide nursing students experience, thereby minimizing overburdening any one institution.
- One County Department of Health has provided free material for the necessary immunizations of practical nurse trainees.
- Local police departments frequently have presented programs on crime problems and related subjects. In past cycles, they also have covered drug abuse in depth.

Business, Industry and Labor

- Trade unions and the industrial community have presented talks on the demands of industry on a periodic basis.
- One local Chamber of Commerce has contributed to the MDT program through a recruitment program structure and guest speakers.
- In the Binghamton Training-Ready Program, the help of the Binghamton OJT and Opportunities for Broome projects has been enlisted with good results.

New York City states:

> "Our relationships with employers and unions continue to grow. In the past year we have continued old contacts, (i.e., Meat Cutters, Iron Workers, Culinary Workers) and made some new ones (i.e., Investment Brokerage Industry, Department Stores, Electrical Contractors, Drapery Manufacturers). Similarly, we

continue to work cooperatively in various projects and capacities with the Harlem, Bedford-Stuyvesant, Chinese, Puerto Rican, Jamaican and other communities.

"Other organizations linked to Manpower through referral in a spirit of cooperation and an awareness of shared mutual interests included community action organizations, professional groups, business, news and labor organizations and many governmental and quasi-governmental agencies.

"These agencies have been used with varying frequency, depending on their availability and the needs of the trainees. Agency cooperation is excellent. In addition to the direct benefits to trainees, the community agencies have become aware of the objectives, educational philosophy and training methodology of MDT. The agencies are helped to realize that the team effort of which they are a part can help to alleviate the multi-faceted problems which disadvantaged trainees face in becoming employable."

Use of Advisory Committees

A major reason for the formation of occupational advisory committees is the need to keep MDT training abreast of the requirements of the employing community. Commmittee members are drawn from a broad base of local businesses, trade associations, industry, and labor. Individuals serve without recompense in an effort to acquaint Manpower staff with current needs of business and industry for persons trained in the specific skills and knowledge that are most in demand. Advisory committees are organized for each occupation to provide assistance and advice in course development, staff recruitment, occupational orientation and information, and evaluation of instruction and equipment. It has been the practice to include program advisory committees from various disciplines and community groups.

The use of advisory committees is limited, however, by lack of funds for planning and coordination, resulting in accomplishments of variable quality. During the past year, advisory committees have worked on student recruitment, provided speakers for group c unseling sessions, offered awards for accomplishments, and helped in public relations. Each committee defines its own activities and area of interest.

The development of trainee councils, staff councils, and community councils

to enrich the thought and action involved in Manpower training also has been encouraged.

Industry has provided large quantities of supplies and equipment, either gratis or on loan. Employers also donate awards to graduates and money to trainee emergency loan funds.

The busy and knowledgeable men who are asked to serve on advisory committees cannot be expected to spend long hours rubber stamping faits accomplis of the MDT staff, but they do serve a very valuable purpose through providing jobs for trainees and by helping to validate the courses of study formulated by educators.

Inservice Training

Area Manpower Institutes for Development of Staff

The Washington Technical Institute was designated as one of five national centers to train instructors, supervisors, and administrators of MDT Programs, under a project funded by the United States Office of Education, Division of Manpower Development and Training.

The AMIDS program was designed to train Manpower staff in methods of coping with and understanding the special needs and problems of the disadvantaged. In addition to the various sessions of the training center in Washington, D.C., the AMIDS staff conducted a satellite program in May at Albany, entitled, "A Symposium on a Person-Centered Approach for Teaching Undereducated Adults."

The 191 participants from New York State attending various AMIDS sessions represented Manpower Training agencies, Education Department Bureaus involved in MDT, related government agencies, and private organizations as shown in Table 15.

TABLE 15

AMIDS Participants From New York State in 1969

OFFICE	TOTAL	PARTICIPANTS	
		Instructors	Administrators/Supervisors
Local MDT	96	75	21
Education Dept.	45	-	45
Other Government Offices	13	9	4
Private Agencies	37	36	1
Total	191	120	71

State University of New York at Oswego

During fiscal year 1969, the bureau received and reviewed the Summary Reports on Inservice MDTA Training and MDTA Curriculum Materials Development Study, prepared under contract with the Division of Vocational Technical Education, State University of New York at Oswego. Also received and distributed was the publication, "Guidelines for the Occupational Training of the Disadvantaged." Individual copies of these two documents are available upon request.

A report of the Inservice Training aspect of the Oswego program, which consisted of three courses of study, states that 533 Manpower teachers and administrators participated in the program for degree and non-degree credit. Table 16 shows the breakdown of enrollment by credit program and communities served.

Table 16

Statistical Report of
MDT Teacher Education Program in New York State
June 1, 1967 to December 15, 1968

	Albany	Binghamton	Buffalo	Nassau County	New York City	Poughkeepsie	Rochester	Schenectady	Syracuse	Utica	White Plains	Total	Percentage
No. of Class Sections	1	3	3	1	13	3	3	1	2	2	1	33	-
Total Enrollments	32	58	43	18	220	27	79	18	43	59	42	639	100
Non-Credit Enrollments	18	42	10	9	161	17	57	6	34	45	30	419	65.6
College Credit Enrollments	14	16	33	9	59	10	22	12	9	14	12	220	34.4
Undergraduate Enrollments	11	12	30	5	42	8	12	11	6	17	4	158	24.7
Graduate Enrollments	3	4	3	4	17	2	10	1	3	7	8	62	9.7

Publicity and Public Relations

A continuing effort has been made to keep the public aware of the purpose and activities of the Manpower Training Centers. Some of the methods used are news media, open house presentation, community affairs participation, and various reports and publications.

Annual Conference

The Fourth Annual MDT Conference was held at Homowack Lodge, Spring Glen,

New York, May 14-16, 1969. Centered on the theme, "Programs for 1969-70," the conference featured individual presentations, panel discussions, and opportunities for responses and questions from all participants in regard to various aspects of the Manpower program. Particular emphasis was placed on program development and operation as affected by recent legislation and funding restrictions.

MANPOWER PROGRAM PROBLEMS

Many of the problems in the Manpower program stem from unrealistic funding for the task to be accomplished. Some of these problems which affect specific types of programs have been mentioned previously in this report, while others which affect all, or nearly all, types of programs have been reserved for this section.

The requirement that Multi-Occupational Skills Centers and other ongoing programs (such as the program for meat cutters in New York City) resubmit their entire budgets each year for State and Federal review create, serious problems and unnecessary apprehension at the local level. There is always the fear that the project will not be refunded or that delays will occur in the cycling which may bring about the loss of training facilities and experienced personnel. While the loss of a training facility would create the unnecessary expense of storing equipment relevant to the program and preparing and equipping new facilities to conduct the program, the loss of experienced instructors would severely hamper a program in attaining the goals of Manpower training. The further Manpower Development Programs move from training individuals with essentially a middle class sense of values to training the underprivileged hardcore unemployed, the more vital becomes the necessity of retaining instructors who can communicate with that segment of the population. In order to retain such instructors, the ongoing program must be able to offer them uninterrupted employment, regular pay raises, and attractive fringe benefits. Resolution of this problem requires that funds be committed to maintain ongoing programs at least at a minimal level.

The concepts embodied in Manpower legislation are, for this country, innovations in the field of social legislation. In achieving the goals of MDTA, STP, or WIN, the Manpower programs have constantly had to be innovative in their education and training techniques because traditional techniques have failed to motivate underprivileged. A serious shortcoming in the financing of these programs is

the failure to provide funds for the evaluation of the programs' short - and long - term effect on the trainees as well as the failure to provide funds for disseminating information concerning the results of such evaluations.

Federal national contracts in which the Federal Government contracts directly with a private organization to provide training and/or educational services to the underprivileged continues to be a problem in duplication of services and programs which have already been developed by the State. In nearly all cases, the State is bypassed completely in the approval and implementation of national contracts. Under such conditions, contracts may well be awarded to organizations which could not meet State standards to become licensed to operate a private school in New York State. Thus, there is little or no State control over programs offered to the underprivileged under national contracts; neither is there any assurance that such contracts serve the goals of Manpower legislation.

The extent of funds made available for Manpower programs has limited effectiveness in terms of numbers served and scope of occupational training offerings. Funds are so thinly distributed among communities that in many instances only one cycling of a program can be scheduled for participation in Manpower Training Programs because the limited funds available are necessarily allotted to the larger urban areas.

A major problem in the administration of Manpower Development and Training Programs has been the delay in the implementation of Section 301-b of the Manpower Development and Training Act with regard to on-the-job training programs. Although a sum of 3.6 million dollars was allocated for the current fiscal year, the State agency has not had access to any of these funds. They have instead been used by the Regional Manpower Administrator's Office to fund on-the-job training programs which have not been subject to review under the CAMPS system at either the local or State Committee level.

A common problem among nearly all of the Area Camps Committees is that of gathering the data required for inclusion in the quarterly reviews and Manpower plans.

. Local representatives of both Federal and State agencies cooperating in CAMPS apparently have not received sufficient information regarding the nature and purpose of CAMPS from their agency heads.

RECOMMENDATIONS

Programs should be offered in a wider variety of occupational fields either by adding new programs to the Multi-Occupational Centers or by increasing the variety of offerings for individual referrals. Thus far, program offerings have been fairly confined to semiskilled and service occupations. Programs should be developed for the technical occupations. This would require that Employment Service recruit individuals with aptitude in the technical occupations and request training programs for them.

Prevocational training should be expanded and pretechnical training should be introduced to allow greater latitude in assessing and developing individual trainee aptitudes. This would help considerably in planning more effective programs.

Social services should be provided in each Multi-Occupational Skill Center as well as in each regular program to help the trainee make the psychological readjustment necessary when leaving the ranks of unemployed or underemployed disadvantaged. The social services should extend into the trainee's home to educate the family in such basics as hygiene, money management, and nutrition.

Balanced, nutritious breakfasts and lunches should be offered all trainees free or at a nominal fee. Where food services have been provided, attendance, tardiness, and discipline problems have been substantially reduced.

Both preservice and inservice teacher training programs should be provided for instructors who are training the disadvantaged. Establishing communications with and instructing such a population requires highly specialized types of instructors which presently are few in number.

Public relations should be carried on as an important major assignment to a staff person in each of the Multi-Occupational Skills Centers. Community agencies, business, industry, and the community at alrge should be kept well informed of the center's activities and accomplishments.

Multi-Occupational Skills Centers and the local employment service office should work together on trainee follow-up to ascertain the degree of effectiveness of the training and counseling provided.

Multi-Occupational Skills Centers should be permitted to be prime contractors for the purpose of negotiating on-the-job training contracts.

Multi-Occupational Skills Centers and Boards of Cooperative Educational Services should be permitted to develop programs in skilled occupations for the underprivileged without having to wait for Employment Service to establish a need.

APPENDIX

TABLE I

MDTA - Manpower Development and Training Act

Multi-Occupational Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Occupational Education Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		*Per Trainee Hour	*** Total
Albany - Bd. of Education	7249	9-016-001	Nurse, Licensed Practical	3	35-40	53	1,971	45	.78	70,499
	7241	9-016-003	Auto Mechanic	2	40	22	888	32	.88	24,500
	7243	9-016-004	Draftsman, Detail	1	40	29	1,160	20	.54	12,647
	7244	9-016-005	Machine Operator	1	40	22	888	18	.83	13,340
	7245	9-016-006	Clerk-Typist	1	40	22	888	22	.43	8,525
	7246	9-016-007	Stenographer	1	40	29	1,160	22	.47	12,046
	7242	9-016-008	Cook	2	40	22	888	35	.89	27,574
	7248	9-016-009	Nurse Aide/Orderly	2	40	15	624	20	.71	8,910
Totals				13				214		178,041
Binghamton - Bd. of Education	6778	9-009-001	Basic Education	2	40	7**	280	150	.63	26,603
	6771	9-009-002	Clerk-Typist/Stenographer	1	40	46	1,840	56	.48	38,026
	6772	9-009-003	Welder	1	40	27	1,080	13	.70	10,566
	6773	9-009-004	Machine Operator	1	40	27	1,080	15	.56	9,916
	6774	9-009-005	Machine Presser	1	40	8	320	13	.56	2,368
	6775	9-009-006	Auto Body Repairman	1	40	21	840	15	.55	7,035

* Excludes prorated costs
** Average per trainee
*** Figures represent umbrella funding

TABLE I

MDTA - Manpower Development and Training Act

Multi-Occupational Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Occupational Education Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		* Per Trainee Hour	*** Total
Binghamton - Bd. of Education	6776	9-009-007	Auto Mechanic	1	40	21	880	40	.74	25,728
	6777	9-009-008	Cook	1	40	23**	1,960	40	.79	26,282
Totals				9				342		146,524
Buffalo - Bd. of Education	5611	9-018-001	Nurse, Licensed Practical	2	40	43	1,712	40	.93	59,280
	5612	9-018-002	Nurse Aide/Orderly	4	40	10	386-393	40	1.27	17,550
	5613	9-018-003	Stenographer	2	40	21	848	30	.73	16,372
	5615	9-018-005	Prod. Machine Operator	3	40	22	848	45	.59	24,878
	5616	9-018-006	Welder, Combination	3	40	21	848	55	.66	28,821
	5617	9-018-007	Auto Mechanic	2	40	21	848	30	.70	15,734
	5618	9-018-008	Auto Body Repairman	1	40	22	848	15	.83	9,275
	5619	9-018-009	Electrical Appliance Rprm.	1	40	22	856	15	.74	8,336
Totals				18				270		180,246

* Excludes prorated costs
** Average per trainee
*** Figures represent umbrella funding

TABLE I

MDTA - Manpower Development and Training Act

Multi-Occupational Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Occupational Education Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		*Per Trainee Hour	**Total
Nassau County - VEEB	6882	9-024-001	Prevocational	2	40	12	920	262	.65	81,505
	6883	9-024-002	Nurse, Licensed Practical	6	35	44	1,540	72	.95	108,437
	6884	9-024-003	Clerk-Typist	1	40	29	1,160	30	.79	16,984
	6885	9-024-004	Stenographer	2	40	40	1,584	30	.58	21,024
	6886	9-024-005	Auto Mechanic	2	40	29	1,160	26	.88	16,519
	6887	9-024-006	Auto Body Repairman	1	40	29	1,160	26	1.13	21,214
	6888	9-024-007	Electronic Assembler	2	40	9	352	26	.80	7,482
	6889	9-024-008	TV Service and Repairman	1	40	36	1,440	26	.67	18,309
	6890	9-024-009	Appliance Repairman	1	40	29	1,160	26	.88	16,437
Totals				18				524		307,911
New York City - Bd. of Education	5051	9-036-001	Prevocational	50	36	18	1,182-1,348	1,600	1.57	1,517,901
	5052	9-036-002	Auto Service Station Mech.	5	40	39-40	1,512	105	.61	90,876

* Excludes prorated costs

** Figures represent umbrella funding

TABLE I

MDTA - Manpower Development and Training Act

Multi-Occupational Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Occupational Education Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		*Per Trainee Hour	**Total
New York City - Bd. of Education	5053	9-036-003	Bookkeeping Machine Operator	2	40	39-40	1,512	40	.59	31,954
	5055	9-036-004	Duplicating Machine Operator	1	40	40	1,512	30	.99	16,568
	5056	9-036-005	Elec. Appliance Repairman (Major)	3	40	39-40	1,512	60	.60	50,427
	5057	9-036-006	Furniture Finisher	1	40	40	1,512	15	.72	9,434
	5058	9-036-007	Grocery Checker	1	40	40	1,512	30	1.02	8,531
	5059	9-036-008(A	Keypunch Op./Verifier	1	40	40	1,512	30	2.59	27,963
Monroe Bus. Inst.	5059	9-036-008(B	Keypunch Op./Verifier	1	40	40	1,512	30	1.21	20,400
Manhattan Urban Center	5059	9-036-008(C	Keypunch Op./Verifier	1	40	40	1,512	30	2.17	20,282
Bd. of Education	5060	9-036-009	Maintenance Man, Bldg.	1	40	40	1,512	15	1.18	17,748
	5061	9-036-010	Medical Record Clerk/ Hospital Admitting Clerk	1	40	40	1,512	15	.74	9,787
	5062	9-036-011	Metal Fabricator I	2	40	39-40	1,512	45	.91	35,958
	5063	9-036-012	Nurse, Licensed Practical	4	40	46	1,768	48	.84	72,073

* Excludes prorated costs

** Figures represent umbrella funding

TABLE I

MDTA - Manpower Development and Training Act

Multi-Occupational Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Occupational Education Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		*Per Trainee Hour	**Total
New York City - Bd. of Education	5064	9-036-013	Office Mach. Serviceman	1	40	47	1,768	60	.65	73,485
	5065	9-036-014	Production Machine Operator	4	40	39-40	1,512	75	.64	65,440
	5066	9-036-015	Refrigeration Mechanic	2	40	56	2,152	30	.66	44,283
	5067	9-036-016	Salesperson, General	2	40	39-40	1,512	90	.89	38,428
	5068	9-036-017	Screw Production Machine Operator (Swiss)	1	40	40	1,512	15	1.00	17,741
	5069	9-036-018	Shipping Clerk II	2	40	40	1,512	30	1.26	18,128
	5070	9-036-019	Stenographer	6	40	39-40	1,512	140	.50	94,510
	5072	9-036-020	Teller, Banking	1	40	40	1,512	30	.88	15,896
	5073	9-036-021	Typist	4	40	40	1,512	160	.56	64,845
	5074	9-036-022	Woodworking Machine Operator	1	40	40	1,512	30	1.07	20,456
R.C.A. Institute	5071	9-036-023	TV Service and Repairman	3	26	28	1,040	30	1.96	61,104
Totals (Bd.of Ed.)				96				2,693		2,342,432
Other				5				90		101,786
Grand totals - NYC				101				2,783		2,444,218

* Excludes prorated costs
** Figures represent umbrella funding

TABLE I

MDTA - Manpower Development and Training Act

Multi-Occupational Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Occupational Education Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		*Per Trainee Hour	*** Total
Rochester - Bd. of Education	5501	9-017-001	Prevocational	9	40	10	400	126	.56	28,346
	5502	9-017-002	Nurse, Licensed Practical	7	35	50	1,730	60	1.03	110,254
	5503	9-017-003	Cosmetologist	1	40	25	1,016	14	.85	12,094
	5504	9-017-004	Draftsman (entry)	1	40	30	1,216	15	.56	10,395
	5505	9-017-005	Machine Operator	2	40	20	816	30	.55	13,484
	5507	9-017-006	Cook (entry)	1	40	30	1,216	15	1.14	20,708
	5508	9-017-007	Auto Service Station Mech.	2	40	30	1,216	30	.56	21,106
	5509	9-017-008	Secretary	2	40	25	1,016	36	.51	18,588
Totals				25				326		234,975
Syracuse - Bd. of Education	7491	9-002-001	Prevocational	8	40	6	240	120	Not Prorated**	
	7492	9-002-002	Clerical: Clerk-Typist Stenographer	NA	40	20-30	Open	80		

* Excludes prorated costs
** Annualized Funding
*** Figures represent umbrella funding

TABLE I

MDTA - Manpower Development and Training Act

Multi-Occupational Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Occupational Education Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		*Per Trainee Hour	*** Total
Syracuse - Bd. of Education	7493	9-002-003	Medical: Nurse Aide/Orderly Nurse, L. P.	NA	40	10 50	Open	90	Not Prorated**	
	7494	9-002-004	Automotive Repair: Auto Body Rpm., Helper Auto Mechanic Diesel Mechanic Industrial Truck Mech.	NA	40	20-30	Open	52		
	7495	9-002-005	Metal Trades: Machine Op. Welder, Combination	NA	40	20-30	Open	75		
	7496	9-002-006	Food Service: Cook (Entry)	NA	40	20-30	Open	95		
	7497	9-002-007	Drafting: Draftsman, Mech.	NA	40	20-30	Open	15		
Totals								527		315,444
Utica - Bd. of Education	6361	9-021-001	Prevocational	1	40	2	40-120	350	.41	12,827
	6362	9-021-002	Nurse Aide	2	40	8	304-312	30	.67	6,267
	6363	9-021-003	Clerk-Typist/Steno	1	40	29	1,168	24	.37	10,384
	6364	9-021-004	Offset Duplicating Machine Operator/Varityper	1	40	16	624	15	.65	6,084

* Excludes prorated costs

** Annualized funding

*** Figures represent umbrella funding

TABLE I

MDTA - Manpower Development and Training Act

Multi-Occupational Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Occupational Education Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		*Per Trainee Hour	**Total
Utica - Bd. of Education	6365	9-021-005	Cashier II/Teller	1	40	12	464	15	.56	3,956
	6366	9-021-006	Auto Mechanic	2	40	24	976	30	.65	19,073
	6367	9-021-007	Auto Body Repairman	1	40	24	976	15	.71	10,411
	6368	9-021-008	Gas Engine Repairman	1	40	15	584	15	.93	8,238
	6369	9-021-009	Tractor-Trailer Driver	1	40	8	312	15	1.58	7,622
	6370	9-021-010	Production Machine Operator	2	40	23	928-936	31	.75	22,734
	6371	9-021-011	Draftsman (Detail)	1	40	25	1,008	15	.82	15,045
	6372	9-021-012	Welder, Combination	1	40	23	936	15	.78	12,251
	6373	9-021-013	Electronics Mechanic	2	40	35	1,400	40	.49	27,844
	6374	9-021-014	Component Insp. Technician	2	40	15	584	45	.39	10,414
	6375	9-021-015	Appliance Repairman	1	40	25	968	15	.60	8,795
	6376	9-021-016	Baker	1	40	24	968	15	.71	10,780
	6377	9-021-017	Cook	1	40	24	968	15	.71	11,569
Totals				22				700		204,294

* Excludes prorated costs

** Figures represent umbrella funding

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TABLE I

MDTA - Manpower Development and Training Act

Multi-Occupational Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Occupational Education Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		* Per Trainee Hour	**Total
White Plains - Bd. of Education	7988	9-022-001	Nurse, Licensed Practical	1	35	47	1,659	30	.99	49,418
	7989	9-022-002	Surgical Technician	1	35	24	847	15	1.50	19,099
	7990	9-022-003	Nurse Aide/Orderly	1	35	9	315	18	.97	5,676
	7987	9-022-004	Typist	4	37	27	999	112	.50	56,85[illegible]
	7992	9-022-005	Auto Body Repairman	2	37	24	888	20	.96	18,086
	7991	9-022-006	Cook	2	37	27	999	26	.75	19,923
	7993	9-022-007	Auto Mechanic	2	37	32	1,177	30	.73	25,768
	7994	9-022-008	Production Machine Operator	1	37	38	1,399	25	.50	17,777
	7995	9-022-009	Welder, Combination	2	37	26	962	20	.97	18,885
	7996	9-022-010	Electronics Mechanic	1	37	33	1,221	15	.73	13,476
Totals				17				311		244,963

* Excludes prorated costs

** Figures represent umbrella funding

TABLE II

MDTA - Manpower Development and Training Act

Component Costs of Multi-Occupational Projects

Location	No. of Specifics	*Supervision	*Basic Education	*Guidance	*Building - Rental & Other	*Prevocational & Occupational Education	*Total Project Cost	No. of Tr. Slots		Cost Per Trainee Hour
								Pre-Voc.	Spec.	
Albany	8	79,894	46,328	38,255	144,198	178,041	486,716		214	1.86
Binghamton	7	58,199	42,733	48,617	104,100	**148,708	402,257	150	192	1.73
Buffalo	8	62,803	26,941	38,868	119,087	**182,604	430,303		270	1.76
Nassau County	8	60,851	75,708	46,540	92,258	307,595	582,952	262	262	1.51
New York City	22	629,156	135,785	201,854	208,880	2,444,218	3,622,934	1,600	1,600	1.68
Rochester	7	95,682	54,589	70,038	68,148	234,975	523,432	126	200	1.82
Syracuse	12	79,560	43,493	49,443	128,226	315,444	616,166	120	407	1.31
Utica	16	67,604	33,086	44,810	99,393	204,294	449,187	350	350	1.42
White Plains	9	63,320	59,728	47,199	47,441	244,963	462,651		291	1.42
Totals	97	1,197,069	518,391	585,624	1,011,731	4,260,842	7,576,598	2,608	3,786	

* Figures represent umbrella funding
** Includes AMIDS costs

TABLE III (a)

MDTA - Manpower Development and Training Act

Regular Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
Fredonia - BOCES	5607	(R)9-031	Nurse, L. P.	2	35	43	1,500	24	.95	34,439
Hornell - BOCES	6730	(R)9-037	Nurse, L. P.	2	35	41	1,435	24	1.08	37,403
Massena - Bd. of Educ.	6385	(R)9-043	Nurse, L. P.	2	35	44	1,540	24	.93	34,697
Monticello - Bd. of Educ.	6729	(R)9-013	Nurse, L. P.	2	35	43	1,505	20	1.24	37,333
Mt. Vernon - Bd. of Educ.	958	(R)9-011	Nurse, L. P.	2	35	43	1,505	24	1.23	44,561
Newburgh - Bd. of Educ.	6247	(R)9-029	Nurse, L. P.	2	35	43	1,491	21	1.14	35,753
New York City - Bd. of Educ.	5041	(R)9-010	Meat Cutter (Retail)	6	40	15-16	584-616	120	.96	69,135
	5048	(R)9-033	Nurse, L. P.	14	30-35	51	1,629	168	1.48	407,062
	5047	(R)9-030	Patrolman (Gov. Ser.)	13	35	43	1,491	200	1.49	443,514
Bronx Com. Col.	5045	(S)9-020	Typist	1	40	16	640	20	1.02	13,069
No. Tonawanda - Bd. of Educ.	5608	(R)9-034	Nurse, L. P.	2	35	41	1,442	24	1.12	38,893
Norwich - SUNY Morrisville Ag. & Tech.	6733	(R)9-028	Machine Operator, Production (entry)	2	40	20	800	30	1.34	32,141

TABLE III (a)

MDTA - Manpower Development and Training Act

Regular Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
Oneonta - SUNY Delhi Ag. & Tech. College	6707	(R)9-025	Auto Mechanic	1	40	24	960	20	1.25	21,346
	6727	(R)9-012	Nurse, L. P.	1	35	44	1,519	20	.89	27,085
Portchester - Police Dept.	994	(R)9-001	Police Assistant	3	35	24	850	30	1.09	27,677
Poughkeepsie - Bd. of Educ.	6240	(S)9-015	Machine Set-Up Operator	1	40	23	920	15	1.59	21,654
	6239	(R)9-019	Nurse, L. P.	2	35	43	1,505	24	1.14	41,527
Schenectady - Bd. of Educ.	6238	(R)9-035	Machine Set-Up Operator	1	40	15	600	20	1.08	12,915
	6237	(P)9-032	Mach. Op., Prod. (Upgrading)	2	8	15	120	40	1.71	8,203
Suffolk Co. #1- (Riverhead) BOCES	5801	(R)9-040	Auto Mechanic	1	40	38	1,480	15	1.62	36,059
	5805	(R)9-026	Nurse, L. P.	2	35	42	1,456	25	1.14	41,644
Suffolk Co. #3- (Bayshore) BOCES	5809	(R)9-038	Nurse, L. P.	2	35	41	1,449	50	1.11	86,696
Totals				66				958		1,518,109 *

* Excludes cost of (R)9-043 which was funded by deobligation of NY(M)9-036

TABLE III (b)

MDTA - Manpower Development and Training

*Regular Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
New York City - Bd. of Educ.	5097	(R)8-969	Inhalation Therapist	4	35-40	41	1,525-1,538	50	1.50	115,813
	5049	(R)8-971	Medical Supply Clerk	2	35	10	343-364	20	1.51	10,722
	5119	(R)8-975	Nurse, Licensed Practical	2	30-35	51	1,647	24	1.45	57,460
Bronx Comm. College	5087	(R)8-974(A)	Stenographer	1	40	28	1,050	20	.78	16,367
Bd. of Educ.	5087	(R)8-974(B)	Stenographer	2	40	28	1,048	40	.78	32,942
Plaza Business School	5087	(R)8-974(C)	Stenographer	1	40	28	1,048	20	.86	18,000
Merchants & Bankers Bus. & Sec. School	5087	(R)8-974(D)	Stenographer	1	40	28	1,048	20	.74	15,540
Bd. of Educ.	5089	(R)8-970	Traffic Rate Clerk	2	40	8	312	30	1.01	9,438
West Nyack - BOCES	996	(R)8-973	Nurse, Licensed Practical	1	35	43	1,512	12	1.42	32,144
Totals				16				236		308,426

* Funded in 1969 fiscal year with 1968 deobligated funds

TABLE IV

RAR - Redevelopment Area Retraining

Regular Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
Amsterdam	6323	(A)9-517	Automobile Mechanic	1	40	28	1,080	18	.97	18,895
Medina - BOCES	6524	(A)9-385	Nurse, L. P.	2	35	35	1,554	15	1.11	25,896
New York City - Adelphi Bus. School	6187	(A)9-375	Stenographer	2	40	33	1,320	40	.84	44,352
Merchants and Bankers Bus. & Sec. School	6193	(A)9-378	Typist	2	40	16	640	50	.80	25,600
Roberts Tech. & Trade Schools	6194	(A)9-377	Auto Body Repairman	1	40	26	1,029	15	.98	15,143
Ogdensburg - Bd. of Educ.	6357	(A)9-427	Nurse, L. P.	1	35	43	1,477	24	1.04	36,991
	6356	(A)9-431	Teacher Aide	2	40	7	264	33	.45	3,867
Oswego - BOCES	7440	(A)9-436	Nurse, L. P.	1	35	43	1,504	35	.90	47,635
Watertown - Bd. of Educ.	7458	(A)9-575	Nurse, L. P.	2	35	44	1,526	24	.93	34,187
Totals				14				254		252,566

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Albany	Albany Business College	Accountant	25	36	850	1	965.00	965.00
		Secretary	25	39	850	1	965.00	965.00
		Stenographer	25	37	900	2	745.00	1,490.00
	Albany School of Practical Nursing	Nurse, Licensed Practical	44	52	1,900	1	176.00	176.00
Auburn	Auburn International Beauty School	Cosmetologist	35	30	1,000	1	635.00	635.00
Babylon	Intercounty Barbering School	Barber	40	25	1,000	3	948.49	2.845.47
Baldwin	Frederick's Beauty School	Cosmetologist	35	29	1,000	3	655.00	1,965.00
Bayshore	Browne's Business School	Clerk-Typist	25	20	450	1	455.00	455.00
		Keypunch Operator	25	13	300	4	475.00	1,900.00
Bethpage	Coronet Beauty School	Cosmetologist	35	30	1,000	1	658.50	658.50
Binghamton	Ridley-Lowell School of Business	Accountant, Jr.	25	52	1,200	4	895.00	3,580.00

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Binghamton	Ridley-Lowell School of Business	Secretary	25	52	1,200	2	935.00	1,870.00
		Stenographer	25	44	1,000	1	771.00	771.00
	Triple Cities School of Beauty Culture	Cosmetologist	40	26	1,000	1	505.00	505.00
Buffalo	Anthony Driving School	Tractor-Trailer Driver	25	3	60	1	600.00	600.00
		Tractor-Trailer Driver	25	5	40	1	600.00	600.00
	Bryant & Stratton Business Institute	Digital Computer Operator	25	40	1,000	1	1,100.00	1,100.00
		Computer Peripheral Equipment Operator	25	40	1,000	2	1,100.00	2,200.00
		Medical Secretary	25	10	200	1	214.06	214.06
		Stenographer	25	40	1,000	1	1,110.00	1,110.00
		Store Manager I	25	40	1,000	1	995.00	995.00
	Culver Academy of Beauty Culture	Cosmetologist	37.5	29	1,000	1	645.00	645.00
	Doyle Beauty School	Cosmetologist	32.5	33	1,000	1	500.00	500.00
	Robert's Beauty School	Cosmetologist	35	30	1,000	2	650.00	1,300.00

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Buffalo	United Hair Styling School	Cosmetologist	40	30	1,200	1	595.00	595.00
Elmira	Del Kader School of Beauty	Cosmetologist	40	25	1,000	1	400.00	400.00
	Elmira Business Inst.	Clerk	25	40	1,000	1	1,150.00	1,150.00
Farmingdale	Commercial Driver Training, Inc.	Tractor-Trailer Driver	40	3	120	5	695.00	3,475.00
Hempstead	Institute of Computer Technology	Programmer, Detail	25	13	325	5	845.00	4,225.00
		Programmer, Detail	25	8	175	1	100.00	100.00
	Long Island Mondell Institute	Draftsman, Elec.	25	41	1,000	1	761.00	761.00
	Queens Beauty Inst.	Cosmetologist	35	34	1,000	4	830.00	3,320.00
Hicksville	Kay Laure School of Beauty Culture	Cosmetolotist	40	17	640	1	531.60	531.60
		Cosmetologist	30	35	1,000	1	780.00	780.00
Malone	No. Country Community College	Nurse, Licensed Practical	40	42	1,505	1	653.00	653.00
Mineola	Adelphi Business School	Keypunch Operator	25	23	500	1	589.10	589.10

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Mineola	Adelphi Business School	Stenographer	25	29	650	1	770.15	770.15
		Stenographer	25	46	1,050	3	1,167.50	3,502.50
New York City	Adelphi Business School	Clerk-Typist	25	30	650	1	746.90	746.90
		Stenographer	25	46	1,050	2	1,167.50	2,335.00
		Stenotype Operator	25	46	1,050	1	1,632.80	1,632.80
	Allen School for Physicians' Aides	Medical Lab. Assistant	32.5	52	1,500	1	1,295.00	1,295.00
	Announcer Training Studios, Inc.	Radio Telephone Operator	25	25	580	1	780.00	780.00
	Apex Technical School	Refrigeration Mechanic	30	21	600	3	1,410.00	4,230.00
	Brooklyn YMCA Trade School	Auto Mechanic	30	31	840	1	761.00	761.00
	Control Data Computer Training School	Electronics Mech., Computer	25	42	1,000	1	2,400.00	2,400.00
	DeFran's Beauty School	Cosmetologist	35	31	1,000	1	984.00	984.00
	Delehanty Institute	Auto Mechanic	30	35	1,000	5	1,040.00	5,200.00

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
New York City	Delehanty Institute	Draftsman, Arch.	27.5	27	1,000	1	740.00	740.00
		Draftsman, Arch.	27.5	38	1,000	1	1,010.00	1,010.00
		Draftsman, Mech.	27.5	39	1,000	1	1,010.00	1,010.00
	Eastern School for Physicians' Aides	Medical Lab. Assistant	33.75	52	1,550	2	2,021.00	4,042.00
	Electronic Computer Program Institute	Programmer, Business	30	22	600	7	1,285.00	8,995.00
	Heffley-Browne Secretarial School	Stenographer	25	43	1,000	6	865.00	5,190.00
	Kerpel School of Dental Technology	Dental Lab. Assistant	25	47	1,125	1	1,150.00	1,150.00
	Manhattan Medical & Dental Assistants' School	Dental Assistant	25	13	300	1	495.00	495.00
		Dental Assistant	25	12	300	1	490.00	490.00
	Merchants and Bankers Business School	Stenotype Operator	25	26	250	1	540.00	540.00
		Stenotype Operator	25	52	1,300	1	995.00	995.00
	Midtown School of Business	Stenographer	25	42	975	1	907.00	907.00

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
New York City	Monroe Business Inst.	Bookkeeper I	25	47	1,075	1	950.00	950.00
		Bookkeeper II	25	47	650	1	595.00	595.00
		Keypunch Operator	25	48	1,075	3	1,037.00	3,111.00
		Keypunch Operator	25	27	650	2	682.00	1,364.00
		Secretary	25	47	1,075	5	950.00	4,750.00
		Tabulating Machine Operator	25	49	1,075	1	975.00	975.00
		Tabulating Machine Operator	25	52	1,300	2	1,245.00	2,490.00
		Typist	25	13	325	1	400.00	400.00
	New York City Adult Training Center	Appliance Serviceman	30	34	960	2	1,152.00	2,304.00
		Cabinetmaker	30	52	1,500	1	1,800.00	1,800.00
		Office Machine Serviceman	30	44	1,260	1	1,512.00	1,512.00
		Refrigeration Mechanic	30	52	1,500	3	1,800.00	5,400.00
	New York Institute of Photography	Photographer	30	42	1,200	3	1,990.00	5,970.00

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
New York City	New York School of Mechanical Dentistry	Dental Lab. Technician	25	43	1,000	1	750.00	750.00
	Programming & Systems Institute	Programmer, Business	25	13	312	1	1,365.00	1,365.00
	RCA Institute	Electronic Mechanic	25	51	1,120	10	1,499.00	14,990.00
		Electronic Mechanic	25	39	840	1	1,123.00	1,123.00
	Roberts' Technical & Trade Schools	Auto Body Repairman	30	26	750	1	945.77	945.77
		Auto Mechanic	30	34	975	3	1,128.31	3,384.93
		Auto Mechanic	30	35	1,000	1	1,167.41	1,167.41
		Auto Mechanic	30	34	975	1	1,110.46	1,110.46
		Auto Mechanic	30	33	975	1	1,107.22	1,107.22
	Sadie Brown's Collegiate Institute	Bookkeeper II	25	46	1,000	1	1,275.00	1,275.00
		Secretary	25	47	1,000	3	1,225.00	3,675.00
	Wilfred Academy of Hair & Beauty Culture	Cosmetologist	35	30	1,000	1	935.00	935.00
Newburgh	Computer Careers, Inc.	Keypunch Operator	25	5	125	1	325.00	325.00

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Niagara Falls	Kelley Institute	Clerk-Typist	25	44	1,000	2	1,200.00	2,400.00
Oneonta	Edward's School of Beauty Culture	Cosmetologist	40	26	1,000	4	575.00	2,300.00
Rensselaer	Chauffeur's Training School, Inc.	Tractor-Trailer Driver	25	2	50	16	450.00	7,200.00
Rochester	Revere Tractor-Trailer Training, Inc.	Tractor-Trailer Driver	40	3	120	4	650.00	2,600.00
Rockville Center	Browne's Business School	Accountant	25	41	900	2	960.00	960.00
		Secretary	25	40	900	2	970.00	1,940.00
Schenectady	Modern Welding School	Welder, Combination	35	14	476	2	1,126.85	2,253.70
	Mont Pleasant High School (Co-Op Program in Practical Nursing)	Nurse, Licensed Practical	17-18	37	1,165	1	450.00	450.00
	Spencer Business School	Clerk-Typist	25	37	900	1	615.00	615.00
So. Fallsburg	Sullivan County Community College	Medical Lab. Assistant	32	38	960	1	600.00	600.00

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Syracuse	American School of Drafting	Draftsman, Mechanical	25	45	1,000	9	1,093.12	9,838.08
	Automation Institute of Syracuse	Programmer, Business	25	12	300	1	825.00	825.00
		Programmer, Business	25	31	675	1	1,950.00	1,950.00
	Beaux Art School	Cosmetologist	40	25	1,000	1	580.00	580.00
		Cosmetolotist	40	6	249	1	149.40	149.40
	Central New York Barber School	Barber	40	26	1,000	2	367.00	734.00
	Central Technical High School	Nurse, Licensed Practical	35	42	1,500	5	950.00	4,750.00
	Continental School of Beauty Culture	Cosmetologist	35	30	1,000	1	595.00	595.00
	New York State Barber School	Barber	40	25	1,000	2	365.00	730.00
	Pauline's School of Beauty Culture	Cosmetologist	35	30	1,000	2	520.00	1,040.00
	Richard DeToto Beauty School	Cosmetologist	40	27	1,000	1	655.00	655.00

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Syracuse	Syracuse Beauty School	Cosmetologist	37.5	25	1,000	1	635.00	635.00
	Teletronics School System	TV Service and Repairman	30	35	900	2	925.00	1,850.00
Utica	Computer & Business Machine School	Keypunch Operator	30	20	550	1	486.00	486.00
	Mohawk Hair Styling & Beauty Culture School	Cosmetologist	40	27	1,000	1	615.00	615.00
	Utica School of Commerce	Accountant, Jr.	25	44	1,000	2	975.00	1,950.00
		Accountant, Jr.	25	40	1,120	1	865.00	865.00
		Clerk-Typist	25	35	750	3	740.00	2,220.00
		Clerk-Typist	28.75	28	750	1	643.00	643.00
		Stenographer	25	44	1,000	1	925.00	925.00
Watertown	Watertown School of Commerce	Clerk	25	40	925	4	1,500.00	6,000.00
		Clerk	25	41	1,000	1	1,375.00	1,375.00
		Secretary	25	40	925	1	1 500.00	1,500.00

TABLE V

MDTA - Manpower Development and Training

Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Westchester	Westchester Business School	Bookkeeper	25	42	1,050	1	1,560.00	1,560.00
		OUT OF STATE						
Silver Springs, Maryland	National Institute of Dry Cleaning	Dry Cleaner	40	11	400	1	481.55	481.55
Toledo, Ohio	National School of Meatcutting	Meat Cutter	42	8	336	2	545.00	1,090.00
Clifford, Pa.	Training Services Institute	Heavy Equipment Operator	40	5	200	3	895.00	2,685.00
		Tractor-Trailer Driver	40	5	200	1	695.00	695.00
Totals						246		227,341.60

TABLE VI

MDTA - Manpower Development and Training Act

Special Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
New York City - Bd. of Educ.	5043	(Y)9-005	Prevocational Adjustment - Harlem Teams for Self Help	34	40	16	584-600	500	1.52	450,099
Bd. of Youth	5042	(Y)9-004	Duplicating Machine Operator (entry)	2	35	16	560	60	5.81	195,397
YMCA of Greater New York	5102	(Y)9-006	Various (TRY)	1	40	*20	1,040	300	1.53	**352,865
Totals				37				860		998,361

* Average per trainee

** Includes $250,000 in State funds

TABLE VII

MDTA - Manpower Development and Training Act

On-the-Job Training Projects Approved

Location	Training Agency	OJT #	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
Albany	Bd. of Educ.	3493003000	Cook, Apprentice	1	35	52	2,418	20	1.37	5,552
Binghamton	Bd. of Educ.	3493001000	Cook, Apprentice	1	35	52	2,418	20	1.52	6,367
New Hyde Park Long Island	VEEB	3493002000	Chef, Apprentice	1	35	52	2,418	20	1.43	6,017
New York City	Bd. of Educ.	09-8-0030-302	Drywall Taper	2	30	6	174	30	1.64	11,227
Totals				5				90		29,163

STP - State Training Program

On-the-Job Training Projects Approved

New York City	Bd. of Educ.	990302 (coupled OJT)	Culinary Arts Development (Roundsman)	5	6*	40	240	100	1.95	46,765
Schenectady	Bd. of Educ.	990130	Various	10	25.25	8	202	200	1.69	51,281
Totals				15				300		98,046

* One additional hour of training per week to each trainee will be given by the Chief in charge of the participating restaurant.

TABLE VIII

WIN - Work Incentive Training

Employability Orientation Programs Approved

Location	Training Agency	Project No.	Course Data				No. of Trainee Slots	Educational Cost	
			No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
Buffalo	Board of Education	271-EO-9	80	30	2	60	1,200	1.42	102,251
Farmingdale	SUNY Ag. & Tech. College	261-EO-9	39	30	2	60	500	1.86	55,716
Nassau County	BOCES	262-EO-9	17	30	2	60	255	1.84	28,185
New York City	Urban League of Greater New York	465-EO-9	384	30	2	60	4,320	1.78	462,382
Niagara Falls	Board of Education	272-EO-9	21	30	2	60	415	.76	18,959
Rochester	Board of Education	251-EO-9	21	30	2	60	390	1.26	29,398
Syracuse	Board of Education	241-EO-9	22	30	2	60	450	.62	16,645
Utica	Board of Education	221-EO-9	22	30	2	60	320	.94	18,000
White Plains	Board of Education	281-EO-9	18	30	2	60	270	1.56	25,215
Totals			624				8,120		756,751

TABLE IX

WIN - Work Incentive Training

Specific Skill Training Programs Approved

Location - Training Agency	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
			No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
Buffalo - Board of Education	271-9-01	Nurse, Licensed Practical	4	35	46	1,512	60	1.88	56,440.
New York City - Board of Education	465-9-00	Prevocational	41	30	10	300	1,834	.64	1,111,534
	465-9-01	Nurse, Licensed Practical	12	35	50	1,750	144		
	465-9-02	Typist	8	35	16	560	300		
	465-9-03	Stenographer	10	35	30	1,050	200		
	465-9-04	Automobile Service Station Mechanic	7	35	32	1,120	105		
	465-9-05	Office Mach. Serviceman	6	35	42	1,470	90		
	465-9-06	TV Service and Repairman	4	35	35	1,225	60		
	465-9-07	Elec. Appliance Serviceman (Major)	8	35	32	1,120	120		
	465-9-08	Bookkeeping Mach. Op.	4	35	30	1,050	80		
	465-9-09	Keypunch Op./Verifier	2	35	8	280	140		
	465-9-10	Medical Record Clerk	2	35	20	700	30		
	465-9-11	Metal Fabricator	4	35	24	840	60		

TABLE IX

WIN - Work Incentive Training

Specific Skill Training Programs Approved

Location - Training Agency	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
			No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
New York City - Board of Education	465-9-12	Refrigeration Mechanic	4	35	50	1,750	60		
	465-9-13	Screw Production Machine Operator (Swiss)	2	35	25	875	30		
	465-9-14	Duplicating Machine Op.	2	35	15	525	60		
	465-9-15	Grocery Checker	1	35	5	175	80		
	465-9-16	Maintenance Man, Bldg.	2	35	22	770	30		
	465-9-17	Production Machine Op.	5	35	30	1,050	75		
	465-9-18	Salesperson, General	2	35	10	350	80		
	465-9-19	Screw Production Machine Operator (Semi-Auto.)	1	35	14	490	30		
	465-9-20	Shipping Clerk II	1	35	10	350	60		
Totals - NYC (Specifics)			87				1,834	1.36	1,127,746
(Prevocational and Specifics)			128						2,239,280
Utica - Board of Education	221-9-01	Nurse, Licensed Practical	3	37.5	50	1,801	6	1.16	12,626
Grand Totals			135				1,900		2,308,346

TABLE X

STP - State Training Program

*Regular Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
Albany - Albany Business Col.	6241	990531	Stenographer	1	30	34	1,020	25	.93	23,750
Amityville - Island Draft. School	5811	990530	Draftsman, Mech.	2	40	25	1,000	20	2.25	9,000
Amsterdam - Bd. of Educ.	383	990520	Electronics Mech.	1	40	32	1,264	20	1.14	28,908
Auburn - Bd. of Educ.	7457	990528	Nurse, L. P.	1	35	43	1,505	15	1.06	24,043
Buffalo - Bd. of Educ.	5606	990356	Nurse, L. P.	2	35	43	1,498-1,505	30	1.22	54,993
Dunkirk - BOCES	6689	990117	Auto Mechanic (entry)	1	40	23	904	15	1.44	20,261
Glens Falls - BOCES	6228	990522	Cook (entry)	1	40	25	1,000	15	1.67	24,978
Hempstead - VEEB	5810	990359	Nurse, L. P.	3	40	40	1,600	35	1.00	55,972
New York City - Adelphi Bus. School	5076	990527	Typist	1	40	16	640	20	.70	9,000

* Based on State fiscal year (April 1 - March 31)

TABLE X

STP - State Training Program

*Regular Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
New York City - Bd. of Educ.	5001	990112	Lathe Operator, Prod.	2	35	13	448	25	1.07	12,056
	5032	990111	Nurse, L. P.	8	30-35	53	1,639	100	1.20	209,985
	5098	990358	Nurse, L. P.	4	30-35	51	1,646	84	1.25	171,543
	5016	990113	Structural Steel Worker	6	10	46	456	60	4.48	124,803
	5017	990114	Structural Steel Worker	2	35	14	462	20	3.47	31,612
	5100	990533	Structural Steel Worker	2	40	12	468	20	3.15	29,469
	6198	990169	Surgical Technician	4	30-40	27	1,035	24	2.19	55,835
Moore Business Institute	5075	990526	Typist	1	35	14	490	20	.90	8,840
Roberts Tech. & Trade Schools	135	990525	Ornamental Iron Worker (Upgrading)	3	9	51	456	60	3.89	106,437
Niagara Falls - Bd. of Educ.	661	990521	Auto Service Station Mechanic (entry)	3	40	16	640	45	1.43	41,273
Rochester - Bd. of Educ.	5532	990524	Nurse, L. P.	2	35	50	1,729	15	1.32	34,488

* Based on State fiscal year (April 1 - March 31)

TABLE X

STP - State Training Program

*Regular Projects Approved

Location - Training Agency	MT-1 #	Project No.	Occupational Title	Course Data				No. of Trainee Slots	Educational Cost	
				No. of Sections	Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee Hour	Total
Suffolk Co. #2 (Patchogue) - BOCES	6864	990115	Nurse Aide/Orderly	8	35	6	210	96	1.42	28,800
Suffolk Co. #3 (Bayshore) - BOCES	881	990119	Auto Service Station Mechanic (entry)	2	37 1/2	20	750	30	1.22	27,458
Syracuse - Bd. of Educ.	496	990126	Nurse Aide	3	35	6	196	65	1.09	12,918
Watertown - Bd. of Educ.	7459	990532	Nurse Aide/Orderly	4	35	8	273	60	1.23	20,268
Yonkers - Bd. of Educ.	998	990529	Nurse, L. P.	1	35	44	1,540	24	1.11	41,187
Totals				68				943		1,207,877

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

*Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Albany	Albany Business College	Accountant	25	41	900	2	955.00	1,910.00
		Account Machine Processing	25	41	900	1	999.00	999.00
	Albany School of Practical Nursing	Nurse, Licensed Practical	30-44	52	1,900	13	176.00	2,288.00
Amityville	Island Drafting School	Draftsman, Mech.	30	35	1,000	1	776.00	776.00
		Electronic Assembler	30	12	350	1	484.00	484.00
		Electronic Assembler	30	21	600	1	819.50	819.50
Batavia	Catherine McAuley School	Nurse, Licensed Practical	30-35	50	1,650	3	335.00	1,005.00
Bayshore	Browne's Business School	Keypunch Operator	25	13	300	1	475.00	475.00
Binghamton	Ridley-Lowell School of Business	Accountant	25	52	1,200	1	895.00	895.00
		Clerk, General Office	25	44	1,000	1	741.00	741.00
		Secretary	25	52	1,200	2	935.00	1,870.00
Buffalo	Bryant & Stratton Business Institute	Clerk, General Office	25	40	1,000	1	995.00	995.00
		Medical Secretary	25	20	500	2	860.00	1,720.00
		Stenographer	25	42	1,000	1	1,100.00	1,100.00
		Store Manager	40	40	1,000	1	925.00	925.00

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

* Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Buffalo	Edna G. Dyett School of Practical Nursing	Nurse, Licensed Practical	35	45	1,580	4	450.00	1,800.00
Elmira	Elmira Business Institute	Clerk, General Office	30	43	1,000	1	1,150.00	1,150.00
		Medical Secretary	25	40	1,000	1	1,150.00	1,150.00
		Stenographer	30	43	1,000	2	1,150.00	2,300.00
Geneva	Freemans Business School	Legal Secretary	25	40	1,000	1	660.00	660.00
Glen Cove	Community Hospital at Glen Cove	Nurse, Licensed Practical	35	52	1,858	1	500.00	500.00
		Nurse, Licensed Practical	35	52	1,820	1	500.00	500.00
Hempstead	Institute of Computer Technology	Programmer, Business	25	14	325	1	845.00	845.00
	Mandl School	Medical Assistant	30	45	1,200	1	1,412.00	1,412.00
	Mondell (L.I.) Institute	Draftsman, Mech.	25	41	1,000	1	751.00	751.00
Ithaca	Tompkins-Seneca BOCES School of Practical Nursing	Nurse, Licensed Practical	30-35	52	1,606	5	1,540.00	7,700.00
Malone	North Country Community College	Nurse, Licensed Practical	40	42	1,505	2	450.00	900.00

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

*Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Mineola	Adelphi Business School	Accounting Clerk	25	40	1,050	1	1,109.50	1,109.50
		Accounting Machine Processing	25	42	1,050	1	1,450.90	1,450.90
		Bookkeeper	30	29	650	7	746.90	5,228.30
		Clerk, General Office	25	30	650	6	746.90	4,481.40
		Keypunch Operator	25	22	500	9	589.10	5,301.90
		Stenographer	25	29	650	3	770.15	2,310.45
		Stenographer	25	47	1,050	4	1,167.50	4,670.00
		Stenotype Operator	25	46	1,050	1	1,212.80	1,212.80
New Rochelle	Westchester Business School	Secretary	26.25	44	1,050	1	915.00	915.00
New York City	Adelphi Business School	Accounting Clerk	25	47	1,050	2	1,019.50	2,039.00
		Bookkeeper	25	29	650	1	746.90	746.90
		Clerk, General Office	25	29	650	1	746.90	746.90
		Keypunch Operator	25	24	500	3	589.10	1,767.30

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

* Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
New York City	Adelphi Business School	Keypunch Operator	25	23	500	1	589.10	589.10
		Stenographer	25	47	1,050	1	1,167.50	1,167.50
	Allen School for Physicians' Aides	Medical Assistant	30	44	1,200	1	1,185.00	1,185.00
		Medical Lab. Assistant	30	54.80	1,500	3	1,295.00	3,885.00
	Apex Training School	Refrigeration Mechanic	30	21	600	5	1,349.15	6,745.75
		Refrigeration Mechanic	30	21	600	3	1,410.00	4,230.00
	Sadie Brown's Collegiate Business Inst.	Bookkeeper	25	44	1,000	3	1,275.00	3,825.00
		Secretary	25	52	1,000	1	1,225.00	1,225.00
	Control Data Computer Training School	Electronic Mechanic	25	40	1,000	4	2,400.00	9,600.00
		Programmer, Detail	25	25	600	1	1,950.00	1,950.00
	Delehanty Institute	Auto Mechanic	30	24	676	1	500.44	500.44
		Auto Mechanic	30	30.2	1,000	3	1,040.00	3,120.00
		Draftsman, Arch.	27.5	38	1,000	1	1,010.00	1,010.00

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

* Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
New York City	Delehanty Institute	TV Service & Repairman	30	52	1,500	1	1,600.00	1,600.00
	Delehanty Institute (117 E. 11th St.)	TV Service & Repairman	30	52	1,500	1	1,600.00	1,600.00
	Delehanty Institute (123 E.12th St.)	Draftsman, Mech.	27.5	38	1,000	5	1,010.00	5,050.00
	Delehanty Institute (5-01 46th Rd.)	Auto Mechanic	30	36	1,000	2	940.00	1,880.00
		Auto Mechanic	30	36	1,000	3	1,040.00	3,120.00
	Eastern School for Physicians' Aides	Medical Secretary	30	52	1,320	1	1,641.00	1,641.00
	Electronic Computer Programming Inst.	Programmer, Business	30	21	600	10	1,285.00	12,850.00
	Heffley and Browne Secretarial School	Stenographer	25	44	1,000	3	865.00	2,595.00
		Stenotype Operator	25	52.2	1,200	3	1,125.00	3,375.00
	Institute of Computer Technology	Data Processing	25	14	300	1	895.00	895.00
		Data Processing	25	14	325	1	895.00	895.00

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

* Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
New York City	Kerpel School of Dental Technology	Dental Lab. Technician	25	36	850	1	875.00	875.00
		Dental Lab. Techncian	25	54	1,350	1	1,240.00	1,240.00
	Mandl School	Medical Assistant	30	45	1,200	1	1,412.00	1,412.00
	Manhattan Medical and Dental Assts., Inc.	Dental Assistant	25	13	300	1	490.00	490.00
		Medical Lab. Assistant	35	51	1,500	2	1,635.00	3,270.00
	Manhattan Technical Institute	Draftsman, Arch.	30	40	1,150	1	981.00	981.00
	Merchants & Bankers Secretarial School	Stenographer	25	46	1,100	2	865.00	1,730.00
	Midtown School of Business	Stenographer	25	43	975	1	907.00	907.00
		Bookkeeper	25	52	1,300	1	920.00	920.00
	Monroe Business Inst.	Clerk-Typist	25	47	1,075	1	950.00	950.00
	Monroe Business Inst. (29 E. Fordham Rd.)	Keypunch Operator	25	47	1,075	1	1,037.00	1,037.00
		Clerk-Typist	25	47	1,075	1	950.00	950.00

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

* Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
New York City	Monroe Business Inst. (20 E. Fordham Rd.)	Secretary	25	47	1,075	2	950.00	1,900.00
		Secretary	25	46	1,075	3	955.00	2,865.00
	Monroe Business Inst. (1930 Boston Rd.)	Accountant	25	47.4	1,075	1	950.00	950.00
		Accountant	25	57	1,300	1	1,145.00	1,145.00
		Clerk-Typist	25	28	650	1	654.00	654.00
		Clerk-Typist	25	48	1,075	2	950.00	1,900.00
		Keypunch Operator	25	15	325	1	397.00	397.00
		Keypunch Operator	25	29	650	1	682.00	682.00
		Keypunch Operator	25	48	1,075	3	1,037.00	3,111.00
		Legal Secretary	25	57	1,300	1	1,145.00	1,145.00
		Secretary	25	46	1,075	2	950.00	1,900.00
	National Skills Center	Refrigeration Mechanic	30	21	600	1	999.55	999.55
		Refrigeration Mechanic	30	22	600	1	999.55	999.55
	New York City Board of Education	Cabinet Maker	30	52	1,500	2	1,800.00	3,600.00

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

* Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
New York City	New York City Board of Education	Office Machine Service	30	44	1,260	2	1,512.00	3,034.00
		Refrigeration Mechanic	30	52	1,500	7	1,800.00	12,600.00
		TV Service & Repairman	30	37	1,050	2	1,260.00	2,520.00
	New York School of Mechanical Dentistry	Dental Technician	40	25.8	1,000	2	750.00	1,500.00
	Pels School of Art	Illustrator	25	40	1,000	1	740.00	740.00
	Programming and Systems Institute	Programmer, Business	25	13	312	2	1,365.00	2,730.00
	RCA Institute	Electronic Mechanic	25	50	1,140	4	1,410.00	5,640.00
		Electronic Mechanic	25	52	1,120	20	1,499.00	29,980.00
	Roberts Technical & Trade School	Diesel Mechanic	30	31	912	1	1,052.47	1,052.47
		Gas Welder	30	10	300	1	628.44	628.44
		Auto Mechanic	30	32.4	975	4	1,107.22	4,428.88
		Auto Mechanic	30	34	975	2	1,110.46	2,220.92
		Auto Repairman	32.5	34	975	3	1,128.31	3,384.93

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

* Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Newburgh	Computer Careers, Inc.	Keypunch Operator	25	5	125	1	325.00	325.00
Niagara Falls	Kelley Business Institute	Accounting Clerk	25	44	1,000	1	1,200.00	1,200.00
		Clerk, General	25	44	1,000	1	1,200.00	1,200.00
		Clerk-Typist	25	40	1,000	1	1,200.00	1,200.00
	Trott Vocational High School	Nurse, Licensed Practical	35	51	1,450	4	110.00	440.00
		Nurse, Licensed Practical	35	51	1,400	1	131.35	131.35
		Nurse, Licensed Practical	35	51	1,450	1	135.00	135.00
	Victor Better Business Services	Keypunch Operator	35	13	420	1	350.00	350.00
Oneonta	Otsego Area School of Practical Nursing	Nurse, Licensed Practical	37.5	52	1,631	1	245.00	245.00
Rensselaer	Chauffeur's Training School	Tractor-Trailer Truck Driver	25	2	50	1	450.00	450.00
Rochester	Revere Tractor-Trailer School	Tractor-Trailer Truck Driver	40	4	120	1	650.00	650.00

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

* Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Rochester	Rochester Business Institute	Bookkeeper	25	48	1,200	1	1,600.00	1,600.00
		Clerk-Typist	25	41	1,200	2	1,600.00	3,200.00
		Programmer, Business	25	32	800	1	1,995.00	1,995.00
	Rochester School of Practical Nursing	Nurse, Licensed Practical	30	52	1,600	1	380.70	380.70
Rockville Center	Browne's Business School	Bookkeeper	25	40	900	1	960.00	960.00
		Clerk-Typist	25	10	450	1	455.00	455.00
		Secretary	25	39	900	2	970.00	970.00
Schenectady	Modern Welding School	Welder, Combination	35	10	350	4	683.20	2,732.80
		Welder, Combination	35	12	420	1	897.80	897.80
		Welder, Combination	35	15	476	6	1,126.85	6,761.10
	Schenectady Co-Op in Practical Nursing	Nurse, Licensed Practical	40	52	1,700	2	50.00	100.00
		Nurse, Licensed Practical	35	11	300	1	60.00	60.00
		Nurse, Licensed Practical	35	36	1,188	3	450.00	1,350.00

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

* Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Schenectady	Spencer Business School	Stenographer	25	34	900	1	615.00	615.00
South Fallsburg	Sullivan County Community College	Medical Lab. Assistant	32	32	960	1	600.00	600.00
Syracuse	American School of Drafting	Draftsman, Mechanical	25	45	1,000	7	1,093.12	7,651.84
	Central City Business Institute	Secretary	25	48	1,200	1	920.00	920.00
		Secretary	25	48	1,200	1	1,079.50	1,079.50
	Central Technical High School	Nurse, Licensed Practical	34-40	41	1,500	1	375.00	375.00
	International Data Processing School	Keypunch Operator	30	4	100	1	365.00	365.00
		Programmer, Business	25	8	200	1	700.00	700.00
	Powelson Institute	Accountant	25	40	1,000	1	1,350.00	1,350.00
Utica	Utica School of Commerce	Accountant, Jr.	25	47	1,120	2	865.00	1,730.00
		Accountant, Jr.	24	44	1,000	1	975.00	975.00
		Accountant, Jr.	25	42	1,150	5	810.00	4,050.00

* Based on State fiscal year (April 1 - March 31)

TABLE XI

STP - State Training Program

* Individual Referral Projects Approved

Location of School	Name of School	Occupational Title	Course Data			No. of Trainee Slots	Tuition Costs	
			Hrs./ Wk.	Instr. Wks.	Total Hours		Per Trainee	Total
Utica	Utica School of Commerce	Clerk-Typist	25	32	750	1	740.00	740.00
		Stenographer	28.75	40	1,150	4	800.00	3,200.00
Watertown	Watertown School of Commerce	Bookkeeper	25	41	1,000	2	1,375.00	2,750.00
		Clerk, General Office	25	41	1,000	7	1,375.00	9,625.00
		Secretary	25	41	1,000	1	1,375.00	1,375.00
		Stenographer	25	43	1,000	1	1,375.00	1,375.00
West Seneca	BOCES - Potter Road Occupational Center	Nurse, Licensed Practical	26	50	1,291	1	750.00	750.00
		Nurse, Licensed Practical	35	47	1,500	1	250.00	250.00
White Plains	Westchester Business School	Stenographer	25	42	1,050	2	999.99	1,999.98
Totals						322		320,909.45

* Based on State fiscal year (April 1 - March 31)

TABLE XII

Manpower Development and Training in New York State

Summary of all Project Classifications

Program Type	No. of Locations	No. of Trainee Slots	Percent of Total Trainees	Total Educational Cost	Percent of Total Educational Cost
MDTA - Regular Projects	15	1,194	5.8	1,826,535	11.7
MDTA - Multi-Occupational Projects	9	*6,394	31.0	7,576,598	48.6
MDTA - On-the-Job Training Projects	4	90	.4	29,163	.2
MDTA - Individual Referral Projects	**77	246	1.2	227,342	1.5
MDTA - Special Projects	1	860	4.2	***998,361	6.4
R.A.R. - Regular Projects	6	254	1.2	252,566	1.5
S.T.P. - Regular Projects	15	943	4.6	1,207,877	7.8
S.T.P. - Individual Referral Projects	**65	322	1.6	320,909	2.1
S.T.P. - On-the-Job Training Projects	2	300	1.5	98,046	.6
W.I.N. - Employability Orientation Programs	9	8,120	39.4	756,751	4.9
W.I.N. - Specific Skill Training Programs	3	1,900	9.2	2,308,346	14.8
GRAND TOTAL		*20,623	100.0	$15,602,494	100.1

*Includes 2,608 prevocational trainee slots.

**Identifies number of schools participating in the program.

***Includes 250,000 in State funds.

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